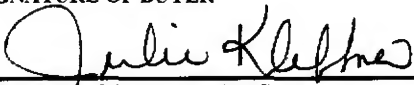
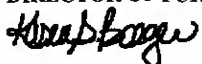




NOTICE OF AWARD

State Of Missouri
Office Of Administration
Division Of Purchasing
PO Box 809
Jefferson City, MO 65102-0809
<http://oa.mo.gov/purchasing>

SOLICITATION NUMBER RFPS30034901700042	CONTRACT TITLE Alternatives to Abortion Program Services
CONTRACT NUMBER CS170042004	CONTRACT PERIOD February 1, 2017 through June 30, 2017
REQUISITION/REQUEST NUMBER NR 300300700001	SAM II VENDOR NUMBER/MissouriBUYS SYSTEM ID 43161118100/MB00097920
CONTRACTOR NAME AND ADDRESS THE HAVEN OF GRACE 1225 WARREN ST LOUIS MO 63106	STATE AGENCY'S NAME AND ADDRESS Office of Administration Commissioner's Office State Capitol Building, Room 125 Jefferson City MO 65101
ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS: The proposal submitted by The Haven of Grace in response to Solicitation Opportunity OPP No. RFPS30034901700042 is accepted in its entirety. The maximum annual total price available for fiscal year 2017 for Geographic Region 6 is \$318,156.95; the prorated total price for the above-referenced contract period is \$132,565.40.	
BUYER Julie Kleffner	BUYER CONTACT INFORMATION Email: Julie.Kleffner@oa.mo.gov Phone: (573) 751-7656 Fax: (573) 526-9816
SIGNATURE OF BUYER 	DATE 1-26-17
DIRECTOR OF PURCHASING  Karen S. Boeger	



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR PROPOSAL (RFP)

ADDENDUM NO.: 2
SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042
TITLE: Alternatives to Abortion Program Services
ISSUE DATE: 08/25/16

REQ NO.: NR 300 300700001
BUYER: Julie.kleffner@oa.mo.gov
PHONE NO.: (573) 751-7656
E-MAIL: Julie.Kleffner@oa.mo.gov

RETURN PROPOSAL NO LATER THAN: August 26, 2016 AT 2:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND ELECTRONICALLY THROUGH
[HTTPS://MISSOURIBUYS.MO.GOV](https://missouribuy.mo.gov) BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type Solicitation/OPP Number and End Date on the lower left hand corner of the envelope or package. Delivered sealed proposals must be in the Purchasing office (301 W High Street, Room 630) by the return date and time.

RETURN PROPOSAL AND ADDENDUM(S) TO:

(U.S. Mail)
PURCHASING
PO BOX 809
JEFFERSON CITY MO 65102-0809

or

(Courier Service)
PURCHASING
301 WEST HIGH STREET, ROOM 630
JEFFERSON CITY MO 65101-1517

CONTRACT PERIOD: Effective Date of Contract Through May 31, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office of Administration
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original RFP as modified by this and any previously issued RFP addendums. The vendor should, as a matter of clarity and assurance, also sign and return all previously issued RFP addendum(s) and the original RFP document. The vendor agrees that the language of the original RFP as modified by this and any previously issued RFP addendums shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri. The vendor shall understand and agree that in order for their proposal to be considered for evaluation, they must be registered in MissouriBUYS. If not registered at time of proposal opening, the vendor must register in MissouriBUYS upon request by the state immediately after proposal opening.

SIGNATURE REQUIRED

VENDOR NAME		MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)	
The Haven of Grace		97920	
MAILING ADDRESS			
1225 Warren Street			
CITY, STATE, ZIP CODE			
St. Louis, MO 63106			
CONTACT PERSON		EMAIL ADDRESS	
Andrea Vent		avent@havenofgracestl.org	
PHONE NUMBER		FAX NUMBER	
314-621-6507		314-241-4913	
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)			
<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt			
AUTHORIZED SIGNATURE		DATE	
		October 19, 2016	
PRINTED NAME		TITLE	
Andrea Vent		Executive Director	



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR BEST AND FINAL OFFER (BAFO)
FOR REQUEST FOR PROPOSAL (RFP)

BAFO REQUEST NO.: 001
SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042
TITLE: Alternatives to Abortion Program Services
ISSUE DATE: 09/27/16

REQ NO.: NR 300 300700001
BUYER: Julie Kleffner
PHONE NO.: (573) 751-7656
E-MAIL: Julie.Kleffner@oa.mo.gov

BAFO RESPONSE SHOULD BE RETURNED BY: October 4, 2016 AT 5:00 PM CENTRAL TIME

MAILING INSTRUCTIONS: Print or type RFP Number and Return Due Date on the lower left hand corner of the envelope or package. Sealed BAFOs should be in Division of Purchasing office (301 W High Street, Room 630) by the return date and time.

RETURN BAFO RESPONSE TO: (U.S. Mail) PURCHASING
PO BOX 809
JEFFERSON CITY MO 65102-0809
or (Courier Service) PURCHASING
301 WEST HIGH STREET, RM 630
JEFFERSON CITY MO 65101-1517

CONTRACT PERIOD: Effective Date of Contract Through June 30, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office of Administration
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original RFP as modified by any previously issued RFP addendums and by this and any previously issued BAFO requests. The vendor agrees that the language of the original RFP as modified by any previously issued RFP addendums and by this and any previously issued BAFO requests shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri.

SIGNATURE REQUIRED

VENDOR NAME		MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)	
The Haven of Grace		97920	
MAILING ADDRESS			
1225 Warren Street			
CITY, STATE, ZIP CODE			
St. Louis, MO 63106			
CONTACT PERSON		EMAIL ADDRESS	
Andrea Vent		avent@havenofgracestl.org	
PHONE NUMBER		FAX NUMBER	
314-621-6507		314-241-4913	
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)			
<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt			
AUTHORIZED SIGNATURE		DATE	
		September 30, 2016	
PRINTED NAME		TITLE	
Andrea Vent		Executive Director	

THE HAVEN OF GRACE

BEST AND FINAL OFFER REQUEST LIST

BAFO NO. 002 FOR RFP RFPS30034901700042

1. IDENTIFIED DEFICIENCIES AND AREAS OF CONCERN/CLARIFICATION:

- 1.1** The Pricing Page of the RFP instructed the vendor to complete the table on the Pricing Page for each region proposed. The Haven of Grace indicated a maximum total annual price of "\$0" for all geographic regions except Geographic Region 6. Also, The Haven of Grace provided a price per client per month of "\$0" for Non-Residential Services and a price per client per month of "\$0" Residential Care Services for all geographic regions except Geographic Region 6.

With the BAFO response, The Haven of Grace is requested to clarify if the "\$0" is a "no bid" or if the services are being provided at no cost.

The \$0 is a "no bid" as The Haven of Grace facility is located in Geographic Region 6. However, our services are available to clients from any region.

- 1.2** Paragraph 4.1.4 of the RFP states, "Non-Residential Services, Price Per Client Per Month –The vendor shall provide a price per client, per month for providing all services to clients in a non-residential setting, including assistance provided for emergency shelter housing/housing in accordance with the provisions and requirements herein. *NOTE: In the event the vendor will provide the client with a non-residential care referral, the vendor is still required to submit a price per client, per month.*"

The Haven of Grace failed to provide a price per client, per month for Non-Residential Services for Geographic Region 6.

We have added a non-residential price of \$724.53 per client per month. See revised pricing page.

In order to be compliant, The Haven of Grace must provide a price per client, per month for Non-Residential Services for Geographic Region 6 with the BAFO response.

- 1.3** The Haven of Grace's E-Verify Company ID Number (1116037) listed on Exhibit F, Affidavit of Work Authorization, does not match the E-verify Company ID Number (216822) listed on the Employment Eligibility Verification page that is on file with the State of Missouri for The Haven of Grace. With the BAFO response, The Haven of Grace is requested to either submit a new affidavit with the E-verify Company ID Number that is on file with the State of Missouri for The Haven of Grace, or submit an E-Verify Memorandum of Understanding or Employment Eligibility Verification page for the 1116037 E-Verify Company ID Number.

We have verified our E-Verify number - see revised Exhibit K.

- 1.4 The Haven of Grace did not complete the Employee/Conflict of Interest Table found on Exhibit M of the RFP.**

Paragraph 3.8.5 of the RFP requests completion of Exhibit M, Miscellaneous information.

We have revised Exhibit M.

- 2. VENDOR RESPONSE TO CHANGED REQUIREMENTS:** Requirements of the RFP have been revised by BAFO #001 and BAFO #002. By signing the cover page of the BAFO#001 and #002 request, the vendor indicates acceptance and compliance with all revisions therein.

- 2.1** Specifically, paragraph 2.10.8 inserted personnel requirements. With the BAFO request, The Haven of Grace is requested to indicate understanding and agreement with the inserted requirements.

2. Cost:
Pricing Page

Alternatives to Abortion Program Services – Complete the following table for each geographic region proposed. All costs associated with providing the required services shall be included in the stated price(s). (UNSPSC Code: 85101703)

Line Item	Geographic Region	Original Contract Period Maximum Annual Total Price (based upon a 12- month period)	Minimum Annual Total Price Required to Provide Services (based upon a 12-month period)	Non- Residential Services, Price Per Client, Per Month	Residential Care Services, Price Per Client, Per Month
1	1	\$0	\$0	\$0	\$0
2	2	\$0	\$0	\$0	\$0
3	3	\$0	\$0	\$0	\$0
4	4	\$0	\$0	\$0	\$0
5	5	\$0	\$0	\$0	\$0
6	6	\$ 568,715	\$ 76,234	\$ 724.53	\$ 2787.82
7	7	\$0	\$0	\$0	\$0
8	8	\$0	\$0	\$0	\$0
9	9	\$0	\$00	\$0	\$0

Note: The \$0 in regions 1-5 and 7-9 indicate a "no bid."

scholarships for those in post- secondary educational programs, access to the computer lab for career building, an Adopt-a-Family Holiday Program enabling clients to receive needed coats, shoes, clothing, personal care and household items. Through workshops Aftercare clients will receive continued instruction on personal finance, parenting, physical and emotional health, employment, etc. The Haven continues to support families to break the cycle of homelessness and keep mothers and children in their own homes. In 2015, 15 clients received (\$5,493) in emergency rental and utility assistance to keep families in their own stable homes.

Purpose: Ending the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.

The young mothers at The Haven of Grace work to break the cycle of homelessness and poverty by setting educational and employment goals upon entering our residential program. While each mother has individualized goals, all attend off and/or onsite classes to assist in resume writing, developing an employment portfolio, enhance interviewing skills and other job readiness related classes. Mothers also meet with the Program Manager each week to monitor progress toward each goal. In 2015, 19 women or 62%, gained or maintained employment. Our goal is to help young mothers become self- sufficient for themselves and families.

Purpose: Preventing and reducing the incidence of out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies.

The Haven of Grace partners with various churches that offer classes in the value of two parent families. The women are encouraged to attend the classes and The Haven has seen less out-of-wedlock pregnancies. Our goal is a 20% reduction in out-of-wedlock pregnancies.

Purpose: Encouraging the formation and maintenance of two-parent families.

We work with partner organizations like THRIVE and Safe Connections to offer healthy relationship classes for mothers and their partners. Mothers are encouraged to maintain healthy communication.

6. Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.

The Haven of Grace has an involved Board of Directors who meets 6 times a year. We also have a leadership team of top level directors: Executive Director, Program Director and Development Director. The Executive Director oversees the day to day operations and reports to the Board of Directors. The Program and Development Directors report to the Executive Director. The Haven of Grace has no partners, corporate trade affiliations or parent/subsidiary affiliations with other firms.

7. Provide a list summarizing any pending or final legal proceedings involving you or your company that took place in any court of law, administrative tribunal or alternative dispute resolution process that was filed, settled or gone to final judgment within the last three (3) years.

There have been no legal or final legal proceedings involving The Haven of Grace in the last three years.

Subcontractor Name: Nurses for Newborns	
Reference Information (Current/Prior Services Performed For)	
Name of Reference Company/Client:	Nurses for Newborns
Address of Reference Company/Client:	7259 Lansdowne St. Louis, MO 63119
Reference Contact Person Name, Phone #, and E-mail Address:	Carrie Jaeger 314-544-3433 email: carrie.jaeger@nfnf.org
Title/Name of Service/Contract	Nurses for Newborns Home Visitation Program
Dates of Service/Contract:	January 2016- December 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	5-8 residents each month 20-30 clients will be served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Nurses for Newborns is a home visitation program that provides a safety net for families in order to prevent infant mortality, child abuse, and neglect. In response to referrals from medical centers, physician offices, clinics, social service agencies, and direct requests from families, Nurses for Newborns sends specially trained pediatric nurses to the homes of pregnant women or parents with infants who face medical, social, or environmental risks. Nurses conduct mother and child health and developmental assessments and screen for co-occurring risk factors including maternal depression, everyday stress and domestic violence. Visits are done on The Haven's campus with current residents. Mother's in our Aftercare program can have services provided on The Haven of Grace campus or in their homes.
Personnel Assigned to Service/Contract (include position title):	Laura Kroft, Director of Programs

Subcontractor Name: YMCA Community Literacy	
Reference Information (Current/Prior Services Performed For)	
Name of Reference Company/Client:	YMCA Community Literacy
Address of Reference Company/Client:	600 Loughborough Avenue St. Louis, MO 63111
Reference Contact Person Name, Phone #, and E-mail Address:	Ricqui Brooks 314-776-7102 email: Ricqui.brooks@gwymca.org
Title/Name of Service/Contract	Beginning Babies with Books
Dates of Service/Contract:	January 2016- December 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	5-8 residents per session 20-30 clients will be served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Beginning Babies with Books is a component of the YMCA Community Literacy Program that serves current clients of The Haven of Grace (pregnant and/or parenting homeless women). Weekly parent education workshops and classes are offered at The Haven of Grace and other shelters in the St. Louis City and County areas. The goal is to help mothers become more confident in their parenting skills and to help them build at-home libraries for their children.
Personnel Assigned to Service/Contract (include position title):	Laura Kroft, Director of Programs

Subcontractor Name: Parents As Teachers	
Reference Information (Current/Prior Services Performed For)	
Name of Reference Company/Client:	Parents As Teachers
Address of Reference Company/Client:	2228 Ball Drive St. Louis, MO 63122
Reference Contact Person Name, Phone #, and E-mail Address:	Donna Givens 314-409-7790 email: donna.givens@parentsasteachers.org
Title/Name of Service/Contract	Right from the Start
Dates of Service/Contract:	January 2016- December 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	5-8 residents each month 20-30 clients will be served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Parents As Teachers Right from the Start program serves current and former residents of The Haven of Grace through individual home visits, group connections classes 2 times each month, outreach activities and resources to increase parent and child education. Parents as Teachers is a national organization that serves parents in every state by offering early childhood parent education and family support program designed to help parents give their children the best possible start in life.
Personnel Assigned to Service/Contract (include position title):	Laura Kroft, Director of Programs

Title of Position: Director of Programs	
Geographic Region(s): 6	
Name of Person: Laura Kroft	
Educational Degree(s): include college or university, major, and dated	BS Psychology, Union Institute 1994-1997 MSW, University of Cincinnati 1998-2000
License(s)/Certification(s) #(s) expiration dates(s), if applicable	
Specialized Training Completed	
# of years' experience in area of service proposed to provide:	20
Describe person's relationship to vendor. If employee, #of years. If subcontractor, describe other/past working relationships	Director of Programs less than three months
Describe this person's responsibilities over the past 12 months	New employee (less than three months)
Previous employer(s), positions, and dates	<ul style="list-style-type: none"> - CARE TO LEARN: GREATER ST. LOUIS REGIONAL DIRECTOR (March, 2015 – September, 2016) - THE SALVATION ARMY-JOCO FAMILY LODGE & TRANSITIONAL HOUSING: HOUSING SERVICES ADMINISTRATOR (June, 2006 – June, 2015) - ODYSSEY HEALTHCARE: COMMUNITY EDUCATION REPRESENTATIVE (August, 2001 – June, 2006)
Identify specific information about experience in:	
Early Childhood Development	
Family/Marital Counseling	
Social Work	<p>2006 - 2015</p> <ul style="list-style-type: none"> • Directed the daily operations of the Family Lodge and Transitional Housing program. • Facilitated monthly board meetings with ongoing recruitment of new members while constantly striving to retain the current members of the board. • Explored new funding opportunities through developing and executing solid fund-raising plans from diverse sources including public and private sources,

	<p>special events, foundations etc...</p> <ul style="list-style-type: none"> • Maintained an ongoing positive relationship with local media sources and be interview ready every day (you never know when a story might hit the AP that sparks a tie in with the local media). • Developed and maintain a good standing with various organizations by attending all monthly meetings and contributing as needed. • Wrote and maintained all grants for these programs (HUD, Human Service Fund, ESG, CDBG – Johnson County, Olathe, OP and Shawnee and United Way). • Available for any community meetings, media interviews or speaking requests and guaranteeing that everything is always for the greater good of the overall organization and the supporting agencies.
Case Management	<p>1996 - 1998</p> <ul style="list-style-type: none"> • Managed all recruitment specialists and community relations team. • Regional United Way campaign coordinator. Coordinator of the United Way's annual Neediest Kids of All program. Through corporate foundation grants and planned giving \$250,000 was raised for this campaign ~ \$500,000 was raised for the annual needs of the overall program. • Managed the budget for our Child Day care program through the United Way, which assisted those families who could not qualify for

	<p>vouchers through the state but still unable to afford child care. (This was available to everyone up to 110% of poverty level and really helped transition many families off of welfare).</p> <ul style="list-style-type: none"> • Media liaison answered all media questions and held news conferences when necessary. • Developed new recruitment strategies. • Increased number of foster homes by one-third. • Educated public on the need for foster homes for adolescents. • Served on Governor Taft's board for child welfare reform. – Received the 1996 Gov. Taft Award for Excellence in Childcare Reform.
Program Administration	<p>2016</p> <ul style="list-style-type: none"> • Direct all St. Louis area chapters' operational practices making sure that each chapter has the support and resources they need to meet their district's needs. • Evaluated, coordinated, reported and made recommendations to the Executive Director of Care to Learn and St. Louis Advisory Board in order to grow the organization in a sustainable manner. • Cultivated and sustained relationships with school district personnel, donors, other service providers, faith based institutions, educational institutions and the Advisory Board. • Increased awareness of Care to Learn and its work through appropriate public relations and marketing applications.

	<ul style="list-style-type: none"> • Made risk analysis and balance time-cost ratios to focus effort on the most appropriate activities with the highest chance of success. • Ensured that all activities are executed with adherence to best educational practices and nonprofit legal compliance. • Initiated and applied innovative approaches and techniques that support Care to Learn as the leader in the industry. • Planned and executed three large fund raisers with a total raised of \$195,000 in four months. • Added one new chapter. <p>2006 - 2015</p> <ul style="list-style-type: none"> • Directed the daily operations of the Family Lodge and Transitional Housing program. • Facilitated monthly board meetings with ongoing recruitment of new members while constantly striving to retain the current members of the board. • Explored new funding opportunities through developing and executing solid fund-raising plans from diverse sources including public and private sources, special events, foundations etc... • Maintained an ongoing positive relationship with local media sources and be interview ready every day (you never know when a story might hit the AP that sparks a tie in with the local
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	<p>media).</p> <ul style="list-style-type: none">• Developed and maintain a good standing with various organizations by attending all monthly meetings and contributing as needed.• Wrote and maintained all grants for these programs (HUD, Human Service Fund, ESG, CDBG – Johnson County, Olathe, OP and Shawnee and United Way).• Available for any community meetings, media interviews or speaking requests and guaranteeing that everything is always for the greater good of the overall organization and the supporting agencies.
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Title of Position: Licensed Clinical Counselor/Credential Case Manager Geographic Region(s): 6	
Name of Person: Thomethia Thrist	
Educational Degree(s): include college or university, major, and dated	Master of Art, Counseling, July 2007 Webster University, St. Louis, MO Bachelor of Science, Psychology, May 2004 Southern Illinois University, Edwardsville, IL
License(s)/Certification(s) #(s) expiration dates(s), if applicable	Highly skilled Licensed Professional Counselor and Licensed DBT therapist with 8 years of progressive hands on experience in counseling and case management, including implementation of wrap-a-round social service systems for high risk individuals and families.
Specialized Training Completed	
# of years' experience in area of service proposed to provide:	8 Years
Describe person's relationship to vendor. If employee, #of years. If subcontractor, describe other/past working relationships	New Employee
Describe this person's responsibilities over the past 12 months	New Employee
Previous employer(s), positions, and dates	<ul style="list-style-type: none"> - Corizon at Medium Security Institution, St. Louis, MO <i>Lead Mental Health Professional March 2011 to present</i> Job duties include conducting mental health assessments and development of appropriate treatment plans. Providing individual, group therapy and crisis intervention services. Facilitating mental health and suicide prevention trainings for corrections and medical staff members. - St. Vincent Home for Children, St. Louis, MO <i>Part-time Therapist June 2014 to present</i> Rendering individual, family and group therapy to youth ages 12-19 years of age in temporary shelter program. Responsible for providing aftercare/home-based services upon family request. - St. Louis Center for Family

	<p>Development, St. Louis, MO <i>School Based Mental Health Professional</i> <i>October 2010 to June 2014</i></p> <p>Provided case management services, crisis intervention, and individual therapy for at risk youth in the St. Louis Public School system from a trauma informed perspective. Conducted mental health trainings for school staff to promote more effective interaction with students.</p> <p>- BJC BEHAVIORAL HEALTH, St. Louis, Missouri <i>Case Manager and Therapist July 2005 to October 2010</i></p> <p>Responsibilities included providing intensive case management services and counseling for youth, 16-25 years of age. Duties entailed recruiting and managing a case load of acute and chronic mentally ill individuals. Providing crisis intervention, psycho-education, motivational interviewing and dialectical behavioral therapy.</p>
Identify specific information about experience in:	
Early Childhood Development	
Family/Marital Counseling	<p>Job duties include conducting mental health assessments and development of appropriate treatment plans. Providing individual, group therapy and crisis intervention services. Facilitating mental health and suicide prevention trainings for corrections and medical staff members.</p> <p><i>Part-time Therapist June 2014 to present</i></p> <p>Rendering individual, family and group therapy to youth ages 12-19 years of age in temporary shelter program.</p> <p>Responsible for providing aftercare/home-based services upon family request.</p>
Social Work	
Case Management	<p>Responsibilities included providing intensive case management services and counseling for youth, 16-25 years of age.</p>

	<p>Duties entailed recruiting and managing a case load of acute and chronic mentally ill individuals. Providing crisis intervention, psycho-education, motivational interviewing and dialectical behavioral therapy.</p> <p>Provided case management services, crisis intervention, and individual therapy for at risk youth in the St. Louis Public School system from a trauma informed perspective. Conducted mental health trainings for school staff to promote more effective interaction with students.</p>
Program Administration	

Title of Position: Program Manager	
Geographic Region(s): 6	
Name of Person: Cammy Gibson	
Educational Degree(s): include college or university, major, and dated	30 credit hours from Alabama State University and 20+ years' experience providing case management services.
License(s)/Certification(s) #(s) expiration dates(s), if applicable	n/a
Specialized Training Completed	n/a
# of years' experience in area of service proposed to provide:	20+ years
Describe person's relationship to vendor. If employee, #of years. If subcontractor, describe other/past working relationships	Program Manager – 1 Year
Describe this person's responsibilities over the past 12 months	<ul style="list-style-type: none"> • Plan, coordinate and oversee all shelter and transitional living operations • Assist in planning, scheduling and implementing orientation, training and activities • Focus on client needs; anticipate, understand, and respond to the needs of clients to meet or exceed their expectations • Assist and support program outcomes and evaluation • Track, review and ensure accurate record keeping and provide monthly reports • Participate as a collaborative member of the program review team • Assist, monitor and track program budgets • Lead a high performing team through hiring, training, mentoring and evaluation • Participate actively in volunteer supervision and scheduling • Maintain a clean and healthy living environment • Be a positive ambassador for The Haven of Grace
Previous employer(s), positions, and dates	I

Identify specific information about experience in:	
Early Childhood Development	<ul style="list-style-type: none"> • Assisted at-risk youth with location and securing community resources • Provided mentoring to youth during crisis as needed and conducted sessions to track their progress toward identified goals
Family/Marital Counseling	
Social Work	<ul style="list-style-type: none"> • Responsible for day to day supervision of residents who are at risk or have been abused, neglected or have severe emotional, mental or behavioral disturbances, and/or are involved with the juvenile justice system • Assist residents with daily routines, therapeutic activities, behavior management and report writing
Case Management	<ul style="list-style-type: none"> • Performed intake enrollments and assisted clients with overcoming employment barriers • Completed monthly contacts for a caseload of three hundred • Responsible for supervision and payroll of over twenty Residential Care Workers • Completed monthly progress reports with staff and processed all paperwork and monthly reporting for residential units • Responsible for creating and implementing appropriate recreational activities for social and emotional development. • Conduct conflict mediations between residents • Assisted at-risk youth with location and securing community resources • Provided mentoring to youth during crisis as needed and conducted sessions to track their progress toward identified goals • Organized and conducted group activities and assisted clients with daily living activities and administered medication • Observed and documented client behavior and assisted professional and house parent staff as directed

	<ul style="list-style-type: none">• Responsible for securely transporting all clients to off campus appointments and activities
Program Administration	

3. For each geographic region proposed, describe the marketing of services.

Marketing for The Haven of Grace is primarily through referrals as mentioned above from other St. Louis Continuum of Care member agencies and word-of-mouth. Printed materials included a newsletter, annual report and direct mail pieces keep the community informed as well as social media presence.

4. For each geographic region proposed, identify the site where the Initial Client Intake Assessment will be conducted. Describe how client eligibility will be determined.

GEOGRAPHIC REGION 6	
Identify the site where the Initial Client Intake Assessment will be conducted:	Initial Client intake assessment will be conducted on The Haven of Grace residential campus located at 1225 Warren Street, St. Louis, MO 63106.
Describe how client eligibility will be determined.	
During the initial client intake assessment, women provide proof of pregnancy, age verification and identify as homeless.	

5. For each geographic region proposed, provide a detailed description of the case management process. Identify the hours of service, including emergency coverage outside of business hours and weekends.

The program manager receives intake calls and schedules interviews with potential residents. During the interview, the Program Manager reviews the application, asks follow-up questions, provides a program overview and reviews guidelines and expectations. Assessments are done to gather pertinent information, then the program works with the client to develop a goal plan which includes education, employment, parenting and housing plans. The Program Manager makes referrals to appropriate community resources, ensures that mothers have a medical care provider, and are making prenatal appointments.

The Program Manager and client meet each week to review progress toward set goals. Additionally client progress is assessed in bi-weekly case review meetings with The Haven's program staff.

Following the birth of their child and maternity leave, mothers continue working toward their goals. A transition plan is developed and can include a move into The Haven's transitional apartments. Mother may enroll in the Ten-Year Aftercare Program. The goal plan will be updated and modified as frequently as warranted by the client and Program Manager. The Program Manager will continue to meet with the clients and provide transportation, emergency assistance, and other resources as needed. The Program Manager generally works a 40 hour week, but is on call if a client needs emergency services. Because The Haven of Grace operates 24 hours a day, seven days a week, the on duty staff will contact the Program Manager during emergency and outside of regular business hours if needed.

- **Prenatal Care, Medical Care and Newborn or Infant Medical Care**
The Haven of Grace ensures that all moms-to-be are actively engaged with their maternity doctor and this is a requirement of coming to The Haven. Support is given to the women as they follow their doctor's recommendations. For those not enrolled in Medicaid, we work with each person to get enrolled.
- **Mental Health Care**
The Haven ensures that those women currently engaged in mental health care, meet their appointments and follow through on any recommendations. The Haven of Grace is currently in the process of hiring a full-time, licensed mental health professional. Thomethia will begin on November 14, 2016.
- **Adoption Assistance**
This service is provided as needed and The Haven will be providing this service on a more regular basis.
- **Child Care**
The staff at the Haven of Grace participates in childcare for the children of The Haven. Our Program Manager also works with each woman to find the appropriate childcare depending on each woman's needs.

8. For each geographic region proposed, describe how your proposed program will provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.

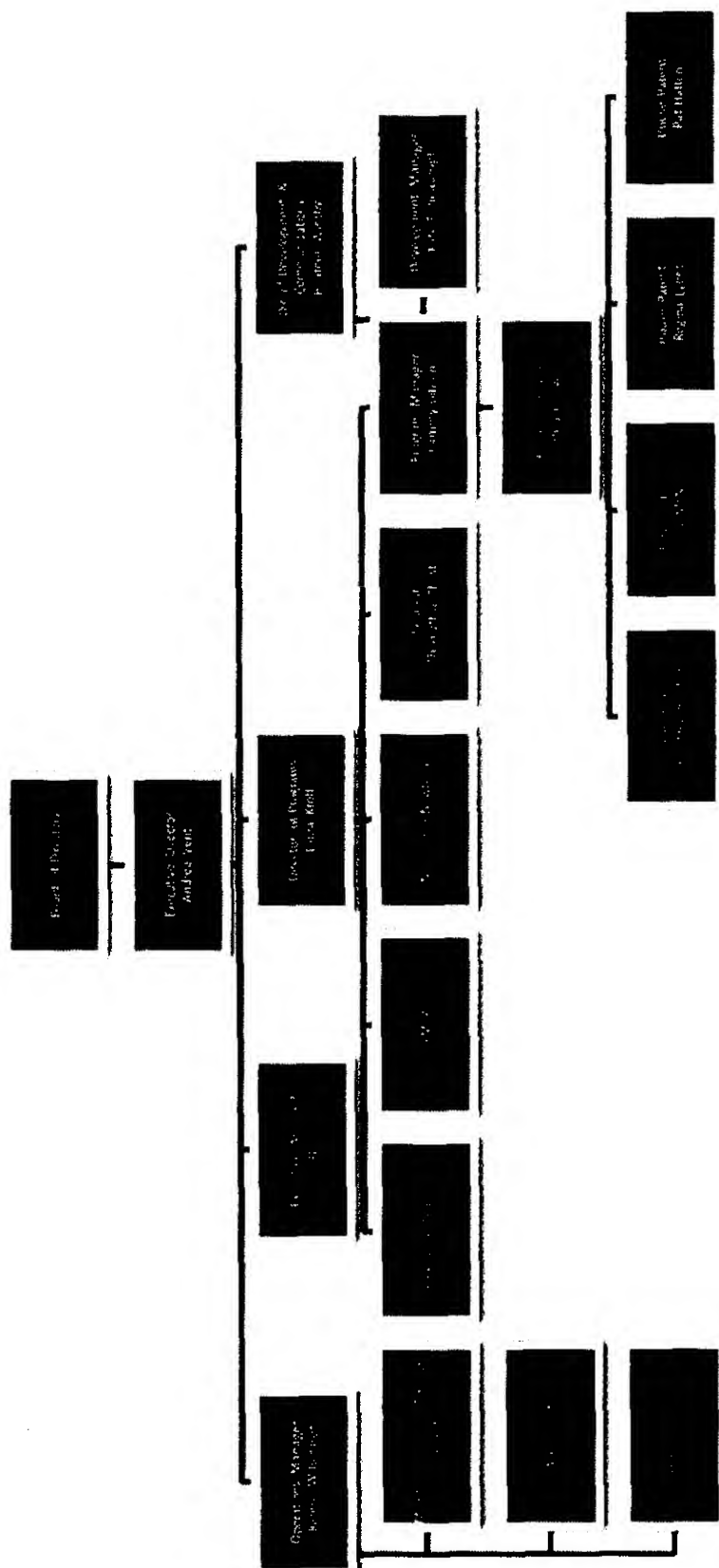
The Haven provides 7 furnished apartments where mothers and their children can practice independent living with the helpful support of staff nearby. Once a mother graduates from our residential program and becomes a member of the Ten-Year Aftercare program, she is eligible to receive continued case management, emergency funds, scholarships and annual workshops. Our goal is to help mothers and their children to live together as one unit and to avoid future episodes of homelessness.

9. For each geographic region proposed, describe how your proposed program will help to end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.

The young mothers work to break the cycle of homelessness and poverty by setting educational, employment and even healthy relationship goals upon entering our residential program. While each mother has individualized goals, all attend off and/or onsite classes to assist in resume writing, developing an employment portfolio, enhance interviewing skills and other job readiness related classes. Mothers also meet with the Program Manager each week to monitor progress toward each goal. Our goal is to help young mothers become self-sufficient for themselves and families.

10. For each geographic region proposed, describe how your proposed program will reduce the incidence of future, out of wedlock pregnancies. Include your programs' annual numerical goals for preventing and reducing the incidence of these pregnancies.

Along with other educational classes, The Haven of Grace partners with various churches that offer classes in the value of two parent families. Our goal is a 20% reduction in out-of-wedlock pregnancies.



13. Along with a detailed organizational chart, the vendor should describe the following:

- **How services of the contract will be managed, controlled, and supervised in order to ensure satisfactory contract performance.**

The services of the contract will be managed by the Program Manager and Licensed Counselor. The services will be controlled by the Program Director along with supervision. The Executive Director will also be involved in the supervision of the contract performance.

- **Total Personnel Resources - The vendor should provide information that documents the depth of resources to ensure completion of all requirements on time and on target. If the vendor has other ongoing contracts that also require personnel resources, the vendor should document how sufficient resources will be provided to the State of Missouri.**

The Haven of Grace will provide the appropriate resources to ensure the timely completion and target completion for every aspect of this contract. We have strong internal (staff) and external (community partners) to ensure we complete every aspect of these requirements. We partner with Parent's as Teachers, Nurses for Newborns, Redevelopment for Women, and the YMCA. We work with local doctor's offices, and hospitals to ensure the healthy pregnancies and deliveries of all our moms. We also incorporate local churches as volunteers to provide mentoring, spiritual and educational opportunities.

14. Economic Impact to Missouri – the vendor should describe the economic advantages that will be realized as a result of the vendor performing the required services. The vendor should respond to the following:

- **Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.**

All staff currently employed by The Haven of Grace are Missourians and they will be responsible for performing the required provisions of the contract. The Haven of Grace partners with the YMCA, Nurses for Newborns, Redevelopment for Women, and Parents as Teachers and all are located in the State of Missouri. Most, if not all, of the products purchased are purchased locally. For example we buy our food from Sam's, Schnucks and Shop and Save.

- **Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.**

Homelessness creates an immense negative economic impact on communities. According to the National Alliance to End Homelessness, those who are homeless realize greater hospitalization and medical treatment costs – at least an additional \$2,414 per hospitalization – than non-homeless people. One of the defining characteristics of The Haven of Grace is its maternity shelter and residential program. This long-term program takes young, pregnant, and homeless women, provides them with shelter, food, education, access to and case management of medical treatment, and parenting training. As a result of this process (at least in part), the vast majority of babies born to these young mothers are born at healthy birth weights and do not require additional hospitalization (nor do the mothers). The Haven serves at least 35 mothers per year, which equates to a cost savings of nearly \$85,556, realized from these mothers and their newborns not needing additional

4. Proposed Method of Performance:

Exhibit G – Implementation or Readiness Plan

Implementation or Readiness Plan – the vendor should sequentially list and briefly describe the tasks or events proposed for the implementation of the required services. If no tasks or events are required, the vendor should provide a statement of readiness. For each task/event identified, the vendor should identify the number of days required to complete the task/event, the personnel proposed to perform the task/event, and the number of work hours for each person.

- **Completion Day** should be specified as a certain number of days from state agency authorization to proceed with services until completion of the specific task and should be expressed as calendar days, not specific dates.
- **Assigned Personnel** should be identified by name rather than project title unless such personnel are yet to be hired.
- **Work hours** should indicate that time each assigned person will spend on the specific task.

Task or Event	Completion Day	Assigned Personnel	Work-Hours
Begin with the day the state agency authorizes the contractor to proceed with contract services	1	N/A	N/A
Volunteer Dietician	15	Laura Kroft	10

4. Proposed Method of Performance:
Exhibit H – Client Scenario

The Vendor should present a written narrative which demonstrates the method or manner in which the vendor proposes to satisfy the requirements of the Request for Proposal to conduct Alternatives to Abortion Program services for the client scenario described below. The vendor should provide a total price with a price analysis for the client services identified in the narrative.

Jessica Smith has recently graduated from high school. She wants to pursue a career as a high school English teacher. She has applied and been accepted as an incoming freshman at a local college.

Jessica has just learned that she is six weeks pregnant. She does not currently have a job, and her boyfriend, also a recent high school graduate, is also unemployed. They are both 18 years of age and had planned to get an apartment together. Neither one of them has monetary support from their families.

Jessica currently lives 15 miles from the contractor's service location, but does not have a vehicle. If she continues with her higher education plans at the local college, she will be 30 miles away from the local college. She has contacted your organization and is unsure of her decision to parent or adopt.

Narrative:

Jessica Smith was referred to The Haven of Grace from the social worker at her clinic. She contacted The Haven's Program Manager and mentioned that she was currently staying on the couch at a friend's apartment because her family asked her to leave because she was pregnant and they did not like her boyfriend. Her friend's apartment is too small for her and her baby and she is concerned because her friend has a new boyfriend that makes her uncomfortable.

The Program Manager scheduled a time for Jessica to come to The Haven's residential campus. Because she did not have transportation, 2 bus tickets were mailed to Jessica so that she could access public transportation. Jessica arrived at The Haven of Grace two days after her initial call and met with the Program Manager for an intake interview.

Jessica completed an application and spoke more about her pregnancy. While she was unsure if she would parent or give the child up for adoption, she was certain that she would carry her pregnancy to term. The Program Manager asked follow-up questions, provided a program overview and reviewed program guidelines with Jessica. After reviewing proof of pregnancy, documents verifying her age and concluding that Jessica was literally homeless, it was determined that Jessica was eligible for the program. Within two days of her interview, she moved into The Haven of Grace residential facility. Jessica only had one bag of clothing and no additional belongings. When Jessica arrived she was introduced to staff and shown to her own room. She was given personal hygiene items, clean bedding and her own pillow. Jessica was encouraged to wash all of her current clothing and to share with staff any of her personal needs. Jessica then joined the other clients for dinner and seemed to enjoy the fellowship of other mothers.

During her first 48 hours at The Haven of Grace, Jessica worked one on one with the Licensed Counselor to complete a risk assessment, needs assessment and domestic violence assessment. The Program Manager worked with Jessica to develop a Pregnancy Continuation Goal plan and

Exhibit H – Client Scenario – cont'd

Individualized Goal plan that included education, employment, parenting and housing plans. The Program Manager ensured that Jessica had medical insurance coverage and a medical care provider, and assisted her in making her next prenatal appointment. The Program Manager also made referrals to Parents as Teachers for prenatal and parental education groups as well as individual visits, and Christian Family Services to discuss the possible adoption of her child. Together with the Program Manager, Jessica made appointments with Parents as Teachers and Christian Family Services that took place at The Haven of Grace campus. The Program Manager and Jessica met each week to review her progress towards set goals. Additionally Jessica's progress was assessed in bi-weekly case review meetings with The Haven's program staff.

Jessica continued to work with the Program Manager to accomplish the items in her goal plan. She attended on-site group and individual therapy sessions. Jessica continued to attend her doctor's appointments, meet with Parents as Teachers in both parenting classes and individual sessions, and work with Christian Family Services. She also enrolled in the community college as a full time freshman, which was only 15 miles away from The Haven of Grace. The Program Manager referred Jessica to MERS/Goodwill for job training where she quickly found a part time job as the receptionist at a local storage company. The Haven of Grace provided bus tickets for Jessica to transition to school, work and doctor's appointments.

After working closely with the counselor and consulting with her boyfriend, Jessica made the decision to keep her baby. Jessica completed her school semester, delivered her healthy child, completed her maternity leave and follow-up visits and continued working toward her goals. The Haven of Grace provided Jessica with a car seat, and crib along with diapers and baby clothes along with encouraging her to breast feed.

Although Jessica wanted to move-in with her boyfriend immediately following the birth of their child, she decided to complete her 18 month schooling program before moving into an apartment. Jessica worked with the Program Manager to revise her transition plan and moved into The Haven's Transitional Apartments. Jessica continued to attend school, work her part-time job, and meet with the program manager, Parents as Teachers for the next twelve months. In addition, her boyfriend, who was now employed, attended paternal parenting classes and participate in family therapy offered at The Haven of Grace.

After graduation, Jessica and her boyfriend became engaged. The couple worked with the program manager and found an affordable apartment in the community that supported both parents and their child. Now a member of the Ten Year Aftercare Program, Jessica's goal plan is updated and modified as frequently as warranted. She continues to receive case management and referrals, have access to the computer lab, and attend workshops and classes on parenting, healthy relationships and finances. Jessica is also able to receive emergency rental and utility assistance to help her family maintain their home and prevent another bout with homelessness.

EXHIBIT K, continued

AFFIDAVIT OF WORK AUTHORIZATION:

The vendor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Andrea Vent (Name of Business Entity Authorized Representative) as Executive Director (Position/Title) first being duly sworn on my oath, affirm The Haven of Grace (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that The Haven of Grace (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

<u>[Signature]</u> Authorized Representative's Signature	<u>Andrea Vent</u> Printed Name
<u>Executive Director</u> Title	<u>9/30/16</u> Date
<u>avent@havenofgracestl.org</u> E-Mail Address	<u>216822</u> E-Verify Company ID Number

Subscribed and sworn to before me this 30th of September 2016 I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of City of St. Louis State of
(NAME OF COUNTY)
Missouri, and my commission expires on Sept. 16, 2019.
(NAME OF STATE) (DATE)

[Signature] Sept 30, 2016
Signature of Notary Date

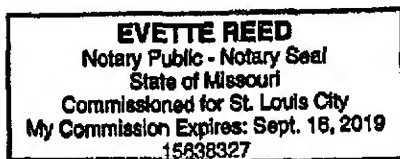


EXHIBIT M**MISCELLANEOUS INFORMATION****Outside United States:**

If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the vendor MUST disclose such fact and provide details in the space below or on an attached page.

Are any of the vendor's proposed products and/or services being manufactured or performed at sites outside the United States?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, do the proposed products/services satisfy the conditions described in section 4, subparagraphs 1, 2, 3, and 4 of Executive Order 04-09? (see the following web link: http://sl.sos.mo.gov/CMSImages/Library/Reference/Orders/2004/eo_04_009.pdf)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If YES, mark the appropriate exemption below, and provide the requested details:		
1. <input type="checkbox"/> Unique good or service, • EXPLAIN: _____		
2. <input type="checkbox"/> Foreign firm hired to market Missouri services/products to a foreign country. • Identify foreign country: _____		
3. <input type="checkbox"/> Economic cost factor exists • EXPLAIN: _____		
4. <input type="checkbox"/> Vendor/subcontractor maintains significant business presence in the United States and only performs trivial portion of contract work outside US. • Identify maximum percentage of the overall value of the contract, for any contract period, attributed to the value of the products and/or services being manufactured or performed at sites outside the United States: ____% • Specify what contract work would be performed outside the United States: _____		

Employee/Conflict of Interest:

Vendors who are elected or appointed officials or employees of the State of Missouri or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the vendor or any owner of the vendor's organization is currently an elected or appointed official or an employee of the State of Missouri or any political subdivision thereof, please provide the following information:	
Name and title of elected or appointed official or employee of the State of Missouri or any political subdivision thereof:	N/A
If employee of the State of Missouri or political subdivision thereof, provide name of state agency or political subdivision where employed:	N/A
Percentage of ownership interest in vendor's organization held by elected or appointed official or employee of the State of Missouri or political subdivision thereof:	0%

Jeremiah W. (Jay) Nixon
Governor



Doug Nelson
Commissioner

State of Missouri
OFFICE OF ADMINISTRATION
Division of Purchasing
301 West High Street, Room 630
Post Office Box 809
Jefferson City, Missouri 65102-0809
(573) 751-2387 Fax: (573) 526-9816
TTD: (800) 735-2966 Voice: (800) 735-2466
<http://oa.mo.gov/purchasing>

Karen S. Boeger
Director

October 18, 2016

Andrea Vent
The Haven of Grace
1225 Warren Street
St. Louis MO 63106

Via e-mail: avent@havenofgracestl.org

Dear Ms. Vent:

Best and Final Offer (BAFO) #001 request for Alternatives to Abortion Program Services was issued on September 27, 2016. On September 29, 2016, an e-mail was issued by Jason Kolks advising The Haven of Grace the BAFO #001 request for RFP30034901700042 was indefinitely extended. With the exception to the revisions to RFP30034901700042, BAFO #001 is hereby cancelled in its entirety.

In accordance with paragraph 3.2 of RFP30034901700042, this letter shall constitute a second official request by the State of Missouri to enter into competitive negotiations with your company. Included with this letter are two (2) attachments.

One attachment is a new complete copy of the RFP that includes changes to the RFP as a result of the BAFO #001 request as well as additional changes to the RFP as a result of BAFO #002 request.

The RFP includes Best and Final Offer #002 (BAFO #002) as the cover page. Be sure to have an authorized representative of your organization complete and sign the BAFO #001 and BAFO #002 cover pages and return with your BAFO response.

Another attachment is the BAFO #002 Request List which supersedes the BAFO Request List issued with BAFO #001. The BAFO #002 Request List includes a list of areas identified in your proposal as concerns, areas requiring clarifications, and areas of deficiency, which may not comply with the requirements of the RFP. The list also includes a request for specific responses to identified RFP paragraphs.

In your response to BAFO #002, you may make any modification, addition, or deletion deemed necessary to your proposal. However, it is not necessary for you to resubmit your entire proposal. Only the signed BAFO #002 Forms, any response to the BAFO #002 Request List, and any portions of your proposal that are being revised as a result of this request for a Best and Final Offer need to be submitted.

Furthermore, please understand that your response to this BAFO request is your final opportunity to ensure that (1) all mandatory requirements of the RFP have been met, (2) all RFP requirements are adequately described since all areas of the proposal are subject to evaluation, and (3) this is your best offer, including a reduction or other change to pricing. Also, ensure your response to this BAFO request addresses the latest version of each paragraph/exhibit of the RFP.

You are requested to respond to this BAFO request by submitting a written, sealed "Best and Final Offer" BY 5:00 PM CENTRAL TIME ON October 25, 2016 to:

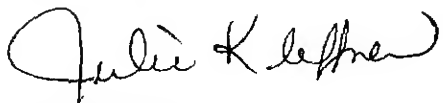
Attention: Julie Kleffner
Division of Purchasing
301 West High Street, Truman Building, Room 630
Jefferson City, MO 65101

The outside of the packet containing the BAFO response needs to state, "BAFO for RFP30034901700042" on the lower left corner. Please include the original plus three (3) copies (for a total of four (4) documents) of your response. Faxed or e-mailed responses are not acceptable.

You are reminded that pursuant to section 610.021, RSMo, proposal documents including any best and final offer documents are considered closed records and shall not be divulged in any manner until after a contract is executed or all proposals are rejected. Furthermore, you and your agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all questions or comments regarding the RFP, the evaluation, etc. to me, as the buyer of record. Neither you nor your agents may contact any other state employee regarding any of these matters during the negotiation and evaluation process. Inappropriate contacts or release of information about your proposal or BAFO are grounds for suspension and/or exclusion from specific procurements.

If you have any questions regarding this BAFO request, please contact me at (573) 751-7656 or e-mail me at Julie.Kleffner@oa.mo.gov.

Sincerely,



Julie Kleffner

c: Evaluation Team
RFP30034901700042

Attachments: Best and Final Offer Request List
RFP including BAFO form

THE HAVEN OF GRACE

BEST AND FINAL OFFER REQUEST LIST

BAFO NO. 002 FOR RFP RFPS30034901700042

1. IDENTIFIED DEFICIENCIES AND AREAS OF CONCERN/CLARIFICATION:

- 1.1 The Pricing Page of the RFP instructed the vendor to complete the table on the Pricing Page for each region proposed. The Haven of Grace indicated a maximum total annual price of "\$0" for all geographic regions except Geographic Region 6. Also, The Haven of Grace provided a price per client per month of "\$0" for Non-Residential Services and a price per client per month of "\$0" Residential Care Services for all geographic regions except Geographic Region 6.

With the BAFO response, The Haven of Grace is requested to clarify if the "\$0" is a "no bid" or if the services are being provided at no cost.

- 1.2 Paragraph 4.1.4 of the RFP states, "Non-Residential Services, Price Per Client Per Month – The vendor shall provide a price per client, per month for providing all services to clients in a non-residential setting, including assistance provided for emergency shelter housing/housing in accordance with the provisions and requirements herein. **NOTE:** *In the event the vendor will provide the client with a non-residential care referral, the vendor is still required to submit a price per client, per month.*"

The Haven of Grace failed to provide a price per client, per month for Non-Residential Services for Geographic Region 6.

In order to be compliant, The Haven of Grace must provide a price per client, per month for Non-Residential Services for Geographic Region 6 with the BAFO response.

- 1.3 The Haven of Grace's E-Verify Company ID Number (1116037) listed on Exhibit F, Affidavit of Work Authorization, does not match the E-verify Company ID Number (216822) listed on the Employment Eligibility Verification page that is on file with the State of Missouri for The Haven of Grace. With the BAFO response, The Haven of Grace is requested to either submit a new affidavit with the E-verify Company ID Number that is on file with the State of Missouri for The Haven of Grace, or submit an E-Verify Memorandum of Understanding or Employment Eligibility Verification page for the 1116037 E-Verify Company ID Number.

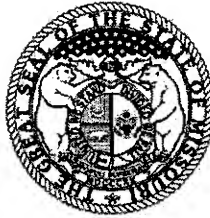
- 1.4 The Haven of Grace did not complete the Employee/Conflict of Interest Table found on Exhibit M of the RFP.

Paragraph 3.8.5 of the RFP requests completion of Exhibit M, Miscellaneous Information.

With your BAFO response, The Haven of Grace is requested to complete and submit the Employee/Conflict of Interest table.

2. VENDOR RESPONSE TO CHANGED REQUIREMENTS: Requirements of the RFP have been revised by BAFO #001 and BAFO #002. By signing the cover page of the BAFO#001 and #002 request, the vendor indicates acceptance and compliance with all revisions therein.
 - 2.1 Specifically, paragraph 2.10.8 inserted personnel requirements. With the BAFO request, The Haven of Grace is requested to indicate *understanding and agreement* with the inserted requirements.

Jeremiah W. (Jay) Nixon
Governor



Doug Nelson
Commissioner

State of Missouri
OFFICE OF ADMINISTRATION
Division of Purchasing
301 West High Street, Room 630
Post Office Box 809
Jefferson City, Missouri 65102-0809
(573) 751-2387 Fax: (573) 526-9816
TTD: (800) 735-2966 Voice: (800) 735-2466
<http://oa.mo.gov/purchasing>

Karen S. Boeger
Director

September 27, 2016

Andrea Vent
The Haven of Grace
1225 Warren Street
St. Louis MO 63106

Via e-mail: avent@havenofgracestl.org

Dear Ms. Vent:

In accordance with paragraph 3.2 of RFPS30034901700042 for Alternative to Abortion Program Services, this letter shall constitute an official request by the State of Missouri to enter into competitive negotiations with The Haven of Grace. Included with this letter are two attachments.

One attachment is a complete copy of the RFP, including revisions to the RFP. The cover page of the attached RFP is the Best and Final Offer #001 form. This BAFO #001 form must be completed, signed by an authorized representative of your organization, and returned with your BAFO response. Signing the BAFO #001 form confirms your understanding and agreement to comply with the provisions and requirements of the RFP as modified by any previously issued RFP amendments by this request for a BAFO.

Another attachment is the Best and Final Offer (BAFO) Request List which identifies areas of concern with your proposal, areas of your proposal needing clarification, and areas of deficiency which may not comply with the requirements of the RFP. However, please understand that the State of Missouri is under no obligation to advise you of any or all of these areas and makes no claim related thereto. The list also includes a request for specific responses to identified RFP paragraphs.

In your response to this Best and Final Offer, you may make any modification, addition, or deletion deemed necessary to your proposal. However, please be advised that it is not necessary for you to resubmit your entire proposal. Only the signed BAFO #001 form, your response to the BAFO Request List, and any portions of your proposal that are being revised as a result of this request for a Best and Final Offer need be submitted. Your BAFO response is your final opportunity to ensure that (1) all mandatory requirements of the RFP have been met, (2) all RFP requirements are adequately described since all areas of the proposal are subject to evaluation, and (3) this is your best offer, including a reduction or other change to pricing.

You are requested to respond to this request for a BAFO by submitting a written, sealed "Best and Final Offer" by 5:00 p.m. Central Time on October 4, 2016 to:

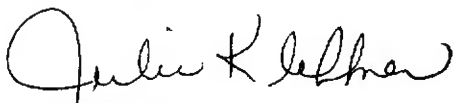
Attention: Julie Kleffner
Division of Purchasing
301 West High Street, Truman Building, Room 630
Jefferson City, MO 65101-1517

The outside of the packet containing the BAFO response needs to state, "BAFO for RFP30034901700042" on the lower left corner. Please include the **original plus five (5) copies (for a total of six (6) documents)** of your response. In addition, the offeror should provide one (1) copy of the response in a Microsoft compatible format on a CD(s) or flash drive. Faxed or e-mailed responses are not acceptable.

You are reminded that pursuant to section 610.021, RSMo, proposal documents including any best and final offer documents are considered closed records and shall not be divulged in any manner until after a contract is executed or all proposals are rejected. Furthermore, you and your agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all questions or comments regarding the RFP, the evaluation, etc. to me, as the buyer of record. Neither you nor your agents may contact any other state employee regarding any of these matters during the negotiation and evaluation process. Inappropriate contacts or release of information about your proposal or BAFO are grounds for suspension and/or exclusion from specific procurements.

If you have any questions regarding this BAFO request, please contact me at (573) 751-7656 or e-mail me at julie.kleffner@oa.mo.gov. Your efforts in working with the State of Missouri to ensure a thorough evaluation of your proposal are sincerely appreciated.

Sincerely,



Julie Kleffner

c: Evaluation Team
RFP30034901700042

Attachments: Best and Final Offer Request List
RFP including BAFO #001 form

THE HAVEN OF GRACE

BEST AND FINAL OFFER REQUEST LIST

BAFO NO. 001 FOR RFP RFPS30034901700042

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In order to be compliant, The Haven of Grace must provide a price per client, per month for Non-Residential Services for Geographic Region 6 with the BAFO response.

- 1.3 The Haven of Grace's E-Verify Company ID Number (1116037) listed on Exhibit F, Affidavit of Work Authorization, does not match the E-verify Company ID Number (216822) listed on the Employment Eligibility Verification page that is on file with the State of Missouri for The Haven of Grace. With the BAFO response, The Haven of Grace is requested to either submit a new affidavit with the E-verify Company ID Number that is on file with the State of Missouri for The Haven of Grace, or submit an E-Verify Memorandum of Understanding or Employment Eligibility Verification page for the 1116037 E-Verify Company ID Number.

- 1.4 The Haven of Grace did not complete the Employee/Conflict of Interest Table found on Exhibit M of the RFP.

Paragraph 3.8.5 of the RFP requests completion of Exhibit M, Miscellaneous Information.

With your BAFO response, The Haven of Grace is requested to complete and submit the Employee/Conflict of Interest table.

2. VENDOR RESPONSE TO CHANGED REQUIREMENTS: Requirements of the RFP have been revised by BAFO #001. By signing the cover page of the BAFO request, the vendor indicates acceptance and compliance with all revisions therein.
 - 2.1 Specifically, paragraph 2.10.8 inserted personnel requirements. With the BAFO request, The Haven of Grace is requested to indicate understanding and agreement with the inserted requirements.



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR PROPOSAL (RFP)

ADDENDUM NO.: 1

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042

TITLE: Alternatives to Abortion Program Services

ISSUE DATE: 08/11/16

REQ NO.: NR 300 300700001

BUYER: Julie.kleffner@oa.mo.gov

PHONE NO.: (573) 751-7656

E-MAIL: Julie.Kleffner@oa.mo.gov

RETURN PROPOSAL NO LATER THAN: August 26, 2016 AT 2:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND ELECTRONICALLY THROUGH [HTTPS://MISSOURIBUYS.MO.GOV](https://missouribuys.mo.gov) BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type Solicitation/OPP Number and End Date on the lower left hand corner of the envelope or package. Delivered sealed proposals must be in the Purchasing office (301 W High Street, Room 630) by the return date and time.

RETURN PROPOSAL AND ADDENDUM(S) TO:

(U.S. Mail)
PURCHASING
PO BOX 809

JEFFERSON CITY MO 65102-0809

or

(Courier Service)
PURCHASING

301 WEST HIGH STREET, ROOM 630
JEFFERSON CITY MO 65101-1517

CONTRACT PERIOD: Effective Date of Contract Through May 31, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office of Administration
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original RFP as modified by this and any previously issued RFP addendums. The vendor should, as a matter of clarity and assurance, also sign and return all previously issued RFP addendum(s) and the original RFP document. The vendor agrees that the language of the original RFP as modified by this and any previously issued RFP addendums shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri. The vendor shall understand and agree that in order for their proposal to be considered for evaluation, they must be registered in MissouriBUYS. If not registered at time of proposal opening, the vendor must register in MissouriBUYS upon request by the state immediately after proposal opening.

SIGNATURE REQUIRED

VENDOR NAME		MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)	
The Haven of Grace		97920	
MAILING ADDRESS			
1225 Warren Street			
CITY, STATE, ZIP CODE			
St. Louis, MO 63106			
CONTACT PERSON		EMAIL ADDRESS	
Andrea Vent		avent@havenofgracestl.org	
PHONE NUMBER		FAX NUMBER	
314-621-6507		314-241-4913	
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)			
<input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt			
AUTHORIZED SIGNATURE		DATE	
		August 18, 2016	
PRINTER NAME		TITLE	
Andrea Vent		Executive Director	



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RFPS30034901700042
August 25, 2016

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1. Vendor Qualification

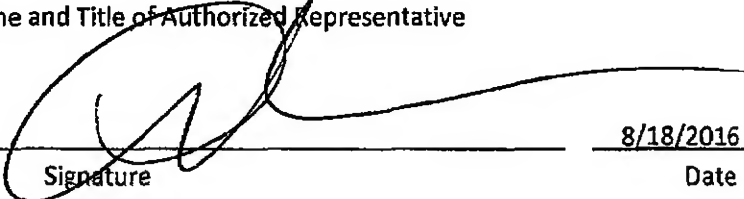
EXHIBIT A

CERTIFICATION REGARDING COMPLIANCE WITH SECTION 188.325, RSMO

Regarding performing, inducing, or assisting in the performing or inducing of or referring for abortions

The vendor certifies, by submission of the proposal and by signing below, that the vendor is not an organization, or an affiliate of organizations, that "perform or induce, assist in the performing or inducing of or refer for abortions".


Andrea Vent, Executive Director
Name and Title of Authorized Representative

 8/18/2016
Signature Date

2. Cost:
Pricing Page

Alternatives to Abortion Program Services – Complete the following table for each geographic region proposed. All costs associated with providing the required services shall be included in the stated price(s). (UNSPSC Code: 85101703)

Line Item	Geographic Region	Original Contract Period Maximum Annual Total Price (based upon a 12-month period)	Minimum Annual Total Price Required to Provide Services (based upon a 12-month period)	Non-Residential Services, Price Per Client, Per Month	Residential Care Services, Price Per Client, Per Month
1	1	\$0	\$0	\$0	\$0
2	2	\$0	\$0	\$0	\$0
3	3	\$0	\$0	\$0	\$0
4	4	\$0	\$0	\$0	\$0
5	5	\$0	\$0	\$0	\$0
6	6	\$ 568,715	\$ 76,234	\$	\$ 2787.82
7	7	\$0	\$0	\$0	\$0
8	8	\$0	\$0	\$0	\$0
9	9	\$0	\$00	\$0	\$0

Refer to BAF0 

3. Vendor's Experience and Reliability and Expertise of Personnel:

Exhibit B – Vendor Information

- 1. Provide a brief company history, including the founding date and number of years in business as currently constituted.**

The Haven of Grace was established in 1988 by members of St. Peter's Episcopal Church to serve the community's most vulnerable – young, homeless and pregnant women. The original shelter opened its doors at 1133 Benton Street in north St. Louis in a two-story home on the campus of Grace Hill. Demand for the shelter's services quickly increased. In 1998 a Ten-Year Aftercare Program was established to provide former residents an on-going "family support system" and assistance in the community as they work to achieve their goals of independence. In 2003 a new shelter for The Haven's families was built at 1225 Warren Street – very near the original location – with the capacity to serve 10 young mothers and 12-15 children at a time. A playroom, computer lab, classroom and teachable kitchen were new additions. In 2008, the Quadrangle Apartments were constructed to provide transitional housing units for graduates of the shelter for up to two years. The Haven of Grace is now in its 28th year of providing a home and services to young, pregnant and homeless women.

- 2. Describe the nature of the vendor's business, type of services performed, etc. Identify the vendor's address, if any.**

The Haven of Grace is a 501(c)(3) that provides shelter, and care to homeless pregnant women over age 18 and their children (when under age 5) at 1225 Warren Street, St. Louis, MO 63106. Although not a traditional emergency shelter, we provide residential care, teaching, role modeling, and support to our residents and continue these services even after the baby is born for up to three years. We believe that it is important to help each mom have a healthy pregnancy to ensure a healthy baby is brought into the world. The work does not stop with the pregnancy, however, and we work with the mom and newborn to create a healthy environment, teaching the mother the value of quality care to help her newborn grow mentally and physically. To accomplish this, case management is provided along with therapy for both mother and her family. The Haven of Grace provides each mom her own room and a healthy diet of food to encourage a healthy pregnancy and healthy baby. The Haven's peaceful surroundings encourage a calm environment for all the women living at The Haven of Grace.

We also provide educational opportunities through our work with Parents as Teachers, YMCA, Nurses for Newborns and Redevelopment Opportunities for Women (ROW). We believe in role modeling appropriate parenting skills, from teaching moms to read to their babies in the womb to the importance of caring for your unborn and newly born baby. We are also providing opportunities for all our moms to learn about their community and broaden their knowledge of the world. For example, our moms have begun to attend the Muny (outdoor live theatre), go to the zoo, and learn to sew. They have begun to explore different grocery stores throughout the St. Louis Metropolitan area as we work with a volunteer dietician to learn healthy eating habits. We are also beginning to explore different jobs and careers as we help our moms move toward a living wage.

We also offer 7 transitional living apartments for moms who have graduated from the residential shelter. Our graduates are encouraged to live in the apartments for up to 2 years. During this time, The Haven works with the mothers to advance their personal and professional goals and practice independent living with the reassuring support of Haven staff nearby.

When a resident leaves the transitional living apartments to begin a life of her own with her family, The Haven of Grace Aftercare Program continues to be a resource of support for another ten years. Each family works to promote healthy lifestyle choices, self-sufficiency, and positive parenting.

3. Provide a list of and short summary of information regarding the vendor's current contracts for similar services.

We receive funding from the City of St. Louis through the Affordable Housing program to support direct program expenses. The Emergency Solutions Grant for partial salaries of 2 staff positions and the Child and Adult Care Food program helps pay for food for the children.

4. List, identify and provide reasons for each contract/client gained and lost in the past two (2) years.

There has not been a gain or a loss as we have maintained the two contracts stated above.

5. In the table below, indicate if the vendor is a not-for-profit entity that promotes one or more of the following four (4) purposes established by Congress under 42 U.S.C. Section 601 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. If a not-for-profit entity, describe past experience relative to the four (4) purposes.

Not-for-profit entity that promotes one or more of the following (4) purposes:		X YES	NO
Purposes – Identify specific information about experience:	Clearly identify and describe the experience		
Providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives	See answer below.		
Ending the dependence of needy parents on government benefits by promoting job preparation, work, and marriage	See answer below.		
Preventing and reducing the incidence of out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies	See answer below.		
Encouraging the formation and maintenance of two-parent families	See answer below.		

Purpose: Providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.

While many mothers will secure employment before returning to the community, their positions are typically entry-level and low-wage. Setting up a household and maintaining housing can be a challenge for these young families. A high heating bill or a missed paycheck due to illness or a reduction in work hours, can lead to a shortage of food, utilities being disconnected, eviction, etc.

Once mothers and their families move from The Haven of Grace into their own stable homes in the community, they become members of our unique Ten-Year Aftercare program. As part of the Aftercare program, families continue to receive case management support, rental and utility assistance,

Refer to
BHF
(K)

The Haven of Grace

scholarships for those in post-secondary educational programs, access to the computer lab for career building, an Adopt-a-Family Holiday Program enabling clients to receive needed coats, shoes, clothing, personal care and household items. Through workshops Aftercare clients will receive continued instruction on personal finance, parenting, physical and emotional health, employment, etc. The Haven continues to support families to break the cycle of homelessness and keep mothers and children in their own homes. In 2015, 15 clients received (\$5,493) in emergency rental and utility assistance to keep families in their own stable homes.

Purpose: Ending the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.

The young mothers at The Haven of Grace work to break the cycle of homelessness and poverty by setting educational and employment goals upon entering our residential program. While each mother has individualized goals, all attend off and/or onsite classes to assist in resume writing, developing an employment portfolio, enhance interviewing skills and other job readiness related classes. Mothers also meet with the Case Manager each week to monitor progress toward each goal. In 2015, 19 women or 62%, gained or maintained employment. Our goal is to help young mothers become self-sufficient for themselves and families.

Purpose: Preventing and reducing the incidence of out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies.

The Haven of Grace partners with various churches that offer classes in the value of two parent families. The women are encouraged to attend the classes and The Haven has seen less out-of-wedlock pregnancies. Our goal is a 20% reduction in out-of-wedlock pregnancies.

Purpose: Encouraging the formation and maintenance of two-parent families.

We work with partner organizations like THRIVE and Safe Connections to offer healthy relationship classes for mothers and their partners. Mothers are encouraged to maintain healthy communication.

6. Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.

The Haven of Grace has an involved Board of Directors who meets 6 times a year. We also have a leadership team of top level directors: Executive Director, Program Director and Development Director. The Executive Director oversees the day to day operations and reports to the Board of Directors. The Program and Development Directors report to the Executive Director. The Haven of Grace has no partners, corporate trade affiliations or parent/subsidiary affiliations with other firms.

7. Provide a list summarizing any pending or final legal proceedings involving you or your company that took place in any court of law, administrative tribunal or alternative dispute resolution process that was filed, settled or gone to final judgment within the last three (3) years.

There have been no legal or final legal proceedings involving The Haven of Grace in the last three years.

3. Vendor's Experience and Reliability and Expertise of Personnel:
Exhibit C – Certification Regarding Exemption from Income Taxation

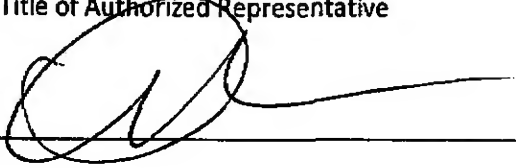
CERTIFICATION REGARDING EXEMPTION FROM INCOME TAXATION

The vendor certifies, by submission of the proposal and by signing below, that the vendor is "exempt from income taxation pursuant to the United States Internal Revenue Code".

Andrea Vent, Executive Director

Name and Title of Authorized Representative

Signature



Date

8/18/16

3. Vendor's Experience and Reliability and Expertise of Personnel:

Exhibit D - Current/Prior Experience

The Vendor should copy and complete this form documenting the vendor and any subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name: The Haven of Grace	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Haven of Grace
Address of Reference Company/Client:	1225 Warren Street St. Louis, MO 63106
Reference Contact Person Name, Phone #, and E-mail Address:	Andrea Vent 314-621-6507 email: avent@havenofgracestl.org
Title/Name of Service/Contract	The Haven of Grace Residential Campus
Dates of Service/Contract:	1988 - present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	30-40 clients served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Young, pregnant, homeless women age 18 and over are housed at The Haven of Grace. The Haven provides food, a place to live and basic needs for pregnant women and their children. Support and guidance are offered to residents as they work toward self-sufficiency. Educational programs and one-on-one case management assists the women towards their goals. Geographic area served is the greater St. Louis area. Our objective is to assist each woman to maintain a healthy pregnancy and gain the knowledge, skills and resources to deliver a healthy baby and successfully parent and provide for the needs of her children along with securing employment and establishing a permanent home.
Personnel Assigned to Service/Contract (include position title):	Andrea Vent, Executive Director

Subcontractor Name: Nurses for Newborns	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Nurses for Newborns
Address of Reference Company/Client:	7259 Lansdowne St. Louis, MO 63119
Reference Contact Person Name, Phone #, and E-mail Address:	Carrie Jaeger 314-544-3433 email: carrie.jaeger@nfnf.org
Title/Name of Service/Contract	Nurses for Newborns Home Visitation Program
Dates of Service/Contract:	January 2016- December 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	5-8 residents each month 20-30 clients will be served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Nurses for Newborns is a home visitation program that provides a safety net for families in order to prevent infant mortality, child abuse, and neglect. In response to referrals from medical centers, physician offices, clinics, social service agencies, and direct requests from families, Nurses for Newborns sends specially trained pediatric nurses to the homes of pregnant women or parents with infants who face medical, social, or environmental risks. Nurses conduct mother and child health and developmental assessments and screen for co-occurring risk factors including maternal depression, everyday stress and domestic violence. Visits are done on The Haven's campus with current residents. Mother's in our Aftercare program can have services provided on The Haven of Grace campus or in their homes.
Personnel Assigned to Service/Contract (include position title):	Tiffany Jackson, Director of Programs

Subcontractor Name: YMCA Community Literacy	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	YMCA Community Literacy
Address of Reference Company/Client:	600 Loughborough Avenue St. Louis, MO 63111
Reference Contact Person Name, Phone #, and E-mail Address:	Ricqui Brooks 314-776-7102 email: Ricqui.brooks@gwymca.org
Title/Name of Service/Contract	Beginning Babies with Books
Dates of Service/Contract:	January 2016- December 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	5-8 residents per session 20-30 clients will be served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Beginning Babies with Books is a component of the YMCA Community Literacy Program that serves current clients of The Haven of Grace (pregnant and/or parenting homeless women). Weekly parent education workshops and classes are offered at The Haven of Grace and other shelters in the St. Louis City and County areas. The goal is to help mothers become more confident in their parenting skills and to help them build at-home libraries for their children.
Personnel Assigned to Service/Contract (include position title):	Tiffany Jackson, Director of Programs

Subcontractor Name: Parents As Teachers	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Parents As Teachers
Address of Reference Company/Client:	2228 Ball Drive St. Louis, MO 63122
Reference Contact Person Name, Phone #, and E-mail Address:	Donna Givens 314-409-7790 email: donna.givens@parentsasteachers.org
Title/Name of Service/Contract	Right from the Start
Dates of Service/Contract:	January 2016- December 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	5-8 residents each month 20-30 clients will be served annually
Size of Service/Contract (in terms of vendor's total amount of business)	80% of clients
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Parents As Teachers Right from the Start program serves current and former residents of The Haven of Grace through individual home visits, group connections classes 2 times each month, outreach activities and resources to increase parent and child education. Parents as Teachers is a national organization that serves parents in every state by offering early childhood parent education and family support program designed to help parents give their children the best possible start in life.
Personnel Assigned to Service/Contract (include position title):	Tiffany Jackson, Director of Programs

3. Vendor's Experience and Reliability and Expertise of Personnel:**Exhibit E - Expertise of Key Personnel**

Copy and complete this table for each key person proposed. Identify the geographic region(s) the proposed key personnel will provide service in.

Title of Position: Contract Representative Geographic Region(s): 6	
Name of Person: Andrea Vent, Executive Director	
Educational Degree(s): include college or university, major, and dated	BSW- University of Missouri – St. Louis MBA – Fontbonne University
License(s)/Certification(s) #(s) expiration dates(s), if applicable	n/a
Specialized Training Completed	
# of years' experience in area of service proposed to provide:	20+years working with children who have been abused and neglected, and homeless youth
Describe person's relationship to vendor. If employee, #of years. If subcontractor, describe other/past working relationships	Employee 1.2 years
Describe this person's responsibilities over the past 12 months	Responsible for ensuring the mission and vision of the organization is fulfilled
Previous employer(s), positions, and dates	Isabel's House – Crisis Nursery –Executive Director 2013-2014 Great Circle – Development Director – 2007-2013 Great Circle – Program Director - 2006
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
Early Childhood Development	Training sessions on childhood development at Great Circle/Isabel's House
Family/Marital Counseling	
Social Work	BSW- Practicum work at Kingdom House, Epworth
Case Management	
Program Administration	MBA and Executive Leadership experience

Title of Position: Credentialed Case Manager Geographic Region(s): 6	
Name of Person: Clover Stubblefield	
Educational Degree(s): include college or university, major, and dated	Bachelor of Social Work, University of Missouri received 12/15/12
License(s)/Certification(s) #(s) expiration dates(s), if applicable	N/A
Specialized Training Completed	CPR, First Aid Certification, Substance Abuse Counselor Training
# of years' experience in area of service proposed to provide:	6 years
Describe person's relationship to vendor. If employee, #of years. If subcontractor, describe other/past working relationships	Employee- 3 years
Describe this person's responsibilities over the past 12 months	Manage client intake and process, perform strengths based assessment, work with clients to create individualized goal plans, plan and assign activities and discuss completed goals, refer clients to appropriate community resources and services, provide on-call support and crisis counseling as needed, aid in de-escalation and conflict resolution efforts between residents
Previous employer(s), positions, and dates	The Haven of Grace, Transition Specialist (Case Manager) August 2013- present Ronald McDonald House of St. Louis, Guest Services Staff May 2014-June 2015 Harris House Foundation, Program Monitor January 2013- June 2014 Preferred Family Healthcare, Community Support Specialist July 2012- August 2013 Every Child's Hope, Youth Care Specialist December 2010- July 2012 Catholic Charities of St. Louis- St. Jane Center, Intern September 2011- January 2012
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
Early Childhood Development	Works as liaison between early childhood development contractors and provides educational class on development 2013-current
Family/Marital Counseling	Provides supportive family counseling with parent and children 2013- current
Social Work	Bachelor of Social Work complete 12/2012

Case Management	Provides case management for current and former 2013-current
Program Administration	Submit monthly reports and facilitate bi-weekly case review meetings with key program staff to discuss client contacts, make recommendations for program changes as it relates to transitional services, represent the agency on community boards, committees and networks

4. Proposed Method of Performance:
Exhibit F – Method of Performance

The vendor should present a written plan for performing the requirements specified in the Request for Proposal. In presenting such information, the vendor should specifically address each of the following issues:

1. For each geographic region proposed, identify the service location as well as any satellite locations. Describe the geographic proximity of the services being proposed to the majority of clients to be served. Describe how women initially access services and locate the service location/satellite location.

GEOGRAPHIC REGION 6	
Identify the service location:	1225 Warren Street, St. Louis, MO 63106-Residential Campus
Identify the satellite location	N/A
Describe the geographic proximity of the services being proposed to the majority of clients served.	
80% of the clients served reside in Saint Louis City where services will be rendered.	
Describe how women initially access service and locate the service location.	
The Haven of Grace is part of the St. Louis City Continuum of Care and receives referrals from other member agencies and word of mouth. Women referred will be given the address of the location and will receive bus tickets for public transport if needed.	

2. For each geographic region proposed, describe the demographic profile of the at-risk population to be served. Describe outreach strategies for reaching the targeted at-risk population(s), including strategies for addressing the cultural diversity of targeted clients.

GEOGRAPHIC REGION 6
Describe the demographic profile of the at-risk population to be served.
The Haven of Grace serves young mothers ages 18-24, who are homeless or in imminent danger of being homeless. Our clients are at or below 185 percent of the federal poverty level based on their family income.
Describe outreach strategies for reaching the targeted population.
The Haven of Grace is part of the St. Louis City Continuum of Care and receives referrals from other member agencies and word of mouth. United Way, through its Housing Crisis Hotline, makes referrals to area shelters, including The Haven. Prospective clients also find The Haven of Grace through internet searches. The Director of Programs and other key personnel make frequent presentations at social service organizations that serve women who may be eligible for our program. Where appropriate, we work with diverse providers to present diverse topics in order to accommodate the cultural diversity of The Haven's clients.

note to RFPD (1)

3. For each geographic region proposed, describe the marketing of services.

Marketing for The Haven of Grace is primarily through referrals as mentioned above from other St. Louis Continuum of Care member agencies and word-of-mouth. Printed materials included a newsletter, annual report and direct mail pieces keep the community informed as well as social media presence.

4. For each geographic region proposed, identify the site where the Initial Client Intake Assessment will be conducted. Describe how client eligibility will be determined.

GEOGRAPHIC REGION 6	
Identify the site where the Initial Client Intake Assessment will be conducted:	Initial Client intake assessment will be conducted on The Haven of Grace residential campus located at 1225 Warren Street, St. Louis, MO 63106.
Describe how client eligibility will be determined.	
During the initial client intake assessment, women provide proof of pregnancy, age verification and identify as homeless.	

5. For each geographic region proposed, provide a detailed description of the case management process. Identify the hours of service, including emergency coverage outside of business hours and weekends.

The Transition Specialist (Case Manager) receives intake calls and schedules interviews with potential residents. During the interview, the case manager reviews the application, asks follow-up questions, provides a program overview and reviews guidelines and expectations. Assessments are done to gather pertinent information, then the Transition Specialist works with the client to develop a goal plan which includes education, employment, parenting and housing plans. The Case Manager makes referrals to appropriate community resources, ensures that mothers have a medical care provider, and are making prenatal appointments.

The Case manager and client meet each week to review progress toward set goals. Additionally client progress is assessed in bi-weekly case review meetings with The Haven's program staff.

Following the birth of their child and maternity leave, mothers continue working toward their goals. A transition plan is developed and can include a move into The Haven's transitional apartments. Mother may enroll in the Ten-Year Aftercare Program. The goal plan will be updated and modified as frequently as warranted by the client and case manager. The case manager will continue to meet with the clients and provide transportation, emergency assistance, and other resources as needed. The case manager generally works a 40 hour week, but is on call if a client needs emergency services. Because The Haven of Grace operates 24 hours a day, seven days a week, the on duty staff will contact the case manager during emergency and outside of regular business hours if needed.

6. For each geographic region proposed, provide a preliminary list and description of all prenatal and parenting education courses provided by our organization. Indicate the source of the course material taught in each class and identify where each of the required educational components identified in paragraph 2.3.1 c. of the RFP are covered.

Prenatal Topics (from *Parents as Teachers Right Start Curriculum*)

- Prenatal Development - development of the child from conception to prenatal life.
- **Ensuring Healthy Fetal Birth and Development** - examines the major physical, psychosocial, and cognitive developmental milestones both typical and atypical, from conception through birth.
- **Prenatal Care: What to Expect - immunization topics**, preventable diseases, physician visits
- Birth and Beyond - benefits of childbirth education, birthing alternatives, what to expect, relaxation techniques.

Parenting Topics (Curriculum from *YMCA Family Literacy Program*)

- Parent and Baby Connection- bonding and attachment and brain development
- Enhancing interactions- topics related to role transitions, time management, crying, sleeping, and infant safety
- Effective Parenting- positive discipline, communication, use of reward and praise
- Stages of Development (Birth- 3 years) - physical, psychosocial, cognitive development, motor skills development
- Stress Management in Families- stress reduction and management tips for parents and children, accessing community support and resources
- Family Literacy- reading to promote speech development, language mastery, bonding and communication

One-on-one Visits by Nurses for Newborns

- Various topics covered but include **breastfeeding, shaken baby syndrome, car seat safety**

Maternity Doctors

- Various topics covered during individual appointments but can include **use of substances during pregnancy (alcohol, tobacco, other drugs).**

Volunteer Dietician

- **Nutrition and healthy eating, importance of folic acid.**

Items in **bold** fulfill the RFP requirements from 2.3.1.

7. For each geographic region proposed, describe each of the services specified in section 2.3.2 of the RFP. Explain the service delivery system including any referral network and referral plan. Describe the cultural competency of providers.

- **Prenatal Care, Medical Care and Newborn or Infant Medical Care**
The Haven of Grace ensures that all moms-to-be are actively engaged with their maternity doctor and this is a requirement of coming to The Haven. Support is given to the women as they follow their doctor's recommendations. For those not enrolled in Medicaid, we work with each person to get enrolled.
- **Mental Health Care**
The Haven ensures that those women currently engaged in mental health care, meet their appointments and follow through on any recommendations. The Haven of Grace is currently in the process of hiring a full-time, licensed mental health professional.
- **Adoption Assistance**
This service is provided as needed and The Haven will be providing this service on a more regular basis.
- **Child Care**
The staff at the Haven of Grace participates in childcare for the children of The Haven. Our case manager also works with each woman to find the appropriate childcare depending on each woman's needs.

8. For each geographic region proposed, describe how your proposed program will provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.

The Haven provides 7 furnished apartments where mothers and their children can practice independent living with the helpful support of staff nearby. Once a mother graduates from our residential program and becomes a member of the Ten-Year Aftercare program, she is eligible to receive continued case management, emergency funds, scholarships and annual workshops. Our goal is to help mothers and their children to live together as one unit and to avoid future episodes of homelessness.

9. For each geographic region proposed, describe how your proposed program will help to end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage.

The young mothers work to break the cycle of homelessness and poverty by setting educational, employment and even healthy relationship goals upon entering our residential program. While each mother has individualized goals, all attend off and/or onsite classes to assist in resume writing, developing an employment portfolio, enhance interviewing skills and other job readiness related classes. Mothers also meet with the Case Manager each week to monitor progress toward each goal. Our goal is to help young mothers become self-sufficient for themselves and families.

10. For each geographic region proposed, describe how your proposed program will reduce the incidence of future, out of wedlock pregnancies. Include your programs' annual numerical goals for preventing and reducing the incidence of these pregnancies.

Along with other educational classes, The Haven of Grace partners with various churches that offer classes in the value of two parent families. Our goal is a 20% reduction in out-of-wedlock pregnancies.

- 11. For each geographic region proposed, describe how your proposed program will encourage the formation and maintenance of two-parent families.**

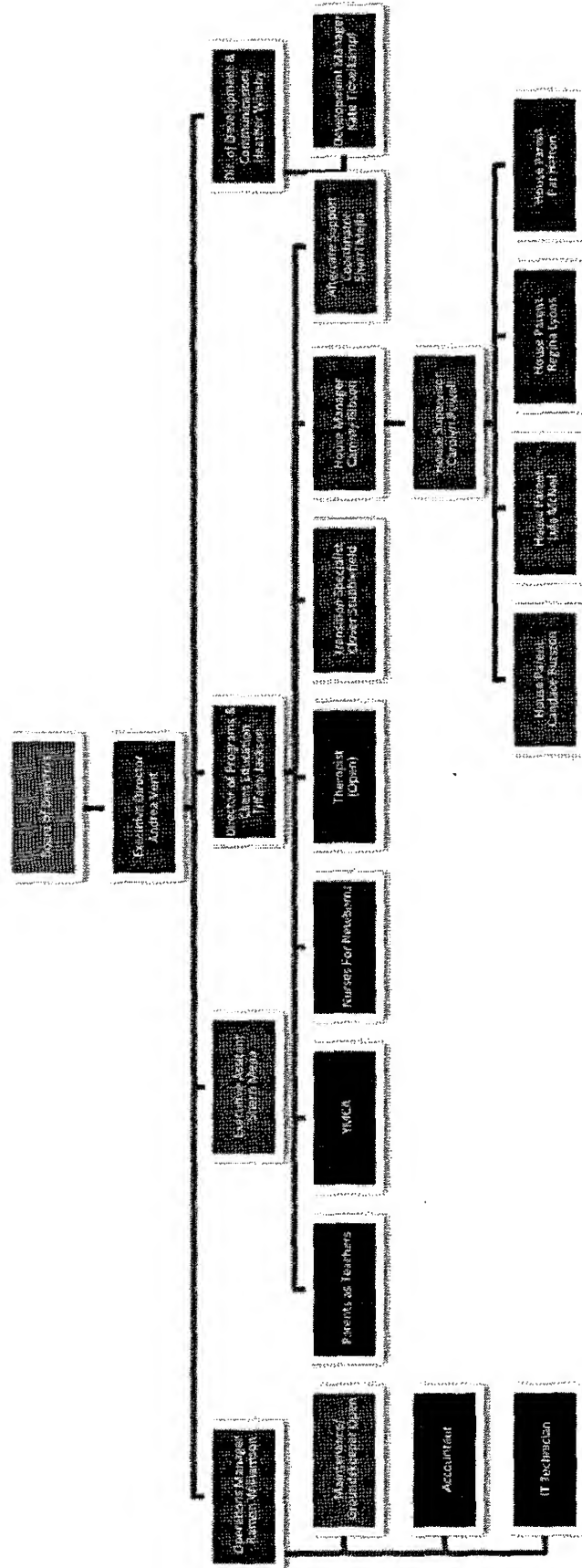
The Haven of Grace works with Thrive, Redevelopment Opportunities for Women and Safe Connections to provide classes on Healthy Relationships. These classes promote conflict management skills, positive communication, self-awareness and assertiveness. These skills help mothers in working with their partners and co-parents to build and enhance positive family units where parents and children are supported.

- 12. Organizational Chart – The vendor should provide an organizational chart showing the staffing and lines of authority for the key personnel to be used. The organization chart should include (1) The relationship of service personnel to management and support personnel, (2) The names of the personnel and the working titles of each, and (3) Any proposed subcontractors including management, supervisory, and other key personnel.**

The organizational chart should outline the team proposed for this project and the relationship of those team members to each other and to the management structure of the vendor's organization.

Please see next page for chart.

Refer to 3/2/00



13. Along with a detailed organizational chart, the vendor should describe the following:

- **How services of the contract will be managed, controlled, and supervised in order to ensure satisfactory contract performance.**

The services of the contract will be managed by the House Manager and Case Manager. The services will be controlled by the Program Director along with supervision. The Executive Director will also be involved in the supervision of the contract performance.

- **Total Personnel Resources - The vendor should provide information that documents the depth of resources to ensure completion of all requirements on time and on target. If the vendor has other ongoing contracts that also require personnel resources, the vendor should document how sufficient resources will be provided to the State of Missouri.**

The Haven of Grace will provide the appropriate resources to ensure the timely completion and target completion for every aspect of this contract. We have strong internal (staff) and external (community partners) to ensure we complete every aspect of these requirements. We partner with Parent's as Teachers, Nurses for Newborns, Redevelopment for Women, and the YMCA. We work with local doctor's offices, and hospitals to ensure the healthy pregnancies and deliveries of all our moms. We also incorporate local churches as volunteers to provide mentoring, spiritual and educational opportunities.

14. Economic Impact to Missouri – the vendor should describe the economic advantages that will be realized as a result of the vendor performing the required services. The vendor should respond to the following:

- **Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.**

All staff currently employed by The Haven of Grace are Missourians and they will be responsible for performing the required provisions of the contract. The Haven of Grace partners with the YMCA, Nurses for Newborns, Redevelopment for Women, and Parents as Teachers and all are located in the State of Missouri. Most, if not all, of the products purchased are purchased locally. For example we buy our food from Sam's, Schnucks and Shop and Save.

- **Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.**

Homelessness creates an immense negative economic impact on communities. According to the National Alliance to End Homelessness, those who are homeless realize greater hospitalization and medical treatment costs – at least an additional \$2,414 per hospitalization – than non-homeless people. One of the defining characteristics of The Haven of Grace is its maternity shelter and residential program. This long-term program takes young, pregnant, and homeless women, provides them with shelter, food, education, access to and case management of medical treatment, and parenting training. As a result of this process (at least in part), the vast majority of babies born to these young mothers are born at healthy birth weights and do not require additional hospitalization (nor do the mothers). The Haven serves at least 35 mothers per year, which equates to a cost savings of nearly \$85,556, realized from these mothers and their newborns not needing additional

medical treatment (and the associated additional cost). By creating housing stability for these young women and their newborn children, regular medical attention, access to treatment, and the ability to recuperate is realized. Housing *instability* often detracts from the success of medical attention, treatment, and recuperation.

Overall, according to the Secretary of the U.S. Department of Housing and Urban Development, each person who is homeless costs the country's taxpayers \$40,000 per year. This means that by providing shelter and transitional living opportunities for young, pregnant, homeless mothers and their children, The Haven of Grace is saving U.S. taxpayers approximately \$1.4 million each year, just by serving the housing and related supportive needs of 35 mothers.

- **Provide a description of the company's economic presence within the State of Missouri (e.g., type of facilities: sales offices: sales outlets: divisions: manufacturing: warehouse: other), including Missouri employee statistics.**

The Haven of Grace will realize an agency-wide budget for the 2017 fiscal year of just over \$1 million. This budget is indicative of growth of the agency over the past two fiscal years, which has been realized as a result of new agency leadership and a stronger emphasis on fundraising and development. The Haven's north St. Louis City shelter and office facility (at 1225 Warren Street, within the City's urban core) represents an investment of approximately \$1.8 million by the agency's board of directors and past supporters in the health of the community. Further, The Haven of Grace employs a total of 14 full-time and part-time employees, representing more than \$500,000 in salaries and spending power within the St. Louis metropolitan area

- 15. For each geographic region proposed, the vendor should indicate the estimated number of clients the vendor anticipated serving annually for non-residential services and residential care services.**

Geographic Region 6	Estimated Annual Number of Non-Residential Clients To Be Served	Estimated Annual Number Of Residential Care Clients To Be Served
	25 - 30	30 - 40

4. Proposed Method of Performance:

Exhibit G – Implementation or Readiness Plan

Implementation or Readiness Plan – the vendor should sequentially list and briefly describe the tasks or events proposed for the implementation of the required services. If no tasks or events are required, the vendor should provide a statement of readiness. For each task/event identified, the vendor should identify the number of days required to complete the task/event, the personnel proposed to perform the task/event, and the number of work hours for each person.

- **Completion Day** should be specified as a certain number of days from state agency authorization to proceed with services until completion of the specific task and should be expressed as calendar days, not specific dates.
- **Assigned Personnel** should be identified by name rather than project title unless such personnel are yet to be hired.
- **Work hours** should indicate that time each assigned person will spend on the specific task.

Task or Event	Completion Day	Assigned Personnel	Work-Hours
Begin with the day the state agency authorizes the contractor to proceed with contract services	1	N/A	N/A
Hire Therapist	15	Andrea Vent	10
Volunteer Dietician	15	Andrea Vent	10

4. Proposed Method of Performance:
Exhibit H – Client Scenario

The Vendor should present a written narrative which demonstrates the method or manner in which the vendor proposes to satisfy the requirements of the Request for Proposal to conduct Alternatives to Abortion Program services for the client scenario described below. The vendor should provide a total price with a price analysis for the client services identified in the narrative.

Jessica Smith has recently graduated from high school. She wants to pursue a career as a high school English teacher. She has applied and been accepted as an incoming freshman at a local college.

Jessica has just learned that she is six weeks pregnant. She does not currently have a job, and her boyfriend, also a recent high school graduate, is also unemployed. They are both 18 years of age and had planned to get an apartment together. Neither one of them has monetary support from their families.

Jessica currently lives 15 miles from the contractor's service location, but does not have a vehicle. If she continues with her higher education plans at the local college, she will be 30 miles away from the local college. She has contacted your organization and is unsure of her decision to parent or adopt.

Narrative:

Jessica Smith was referred to The Haven of Grace from the social worker at her clinic. She contacted The Haven's Transition Specialist (Case manager) and mentioned that she was currently staying on the couch at a friend's apartment because her family asked her to leave because she was pregnant and they did not like her boyfriend. Her friend's apartment is too small for her and her baby and she is concerned because her friend has a new boyfriend that makes her uncomfortable.

The Case manager scheduled a time for Jessica to come to The Haven's residential campus. Because she did not have transportation, 2 bus tickets were mailed to Jessica so that she could access public transportation. Jessica arrived at The Haven of Grace two days after her initial call and met with the case manager for an intake interview.

Jessica completed an application and spoke more about her pregnancy. While she was unsure if she would parent or give the child up for adoption, she was certain that she would carry her pregnancy to term. The case manager asked follow-up questions, provided a program overview and reviewed program guidelines with Jessica. After reviewing proof of pregnancy, documents verifying her age and concluding that Jessica was literally homeless, it was determined that Jessica was eligible for the program. Within two days of her interview, she moved into The Haven of Grace residential facility. Jessica only had one bag of clothing and no additional belongings. When Jessica arrived she was introduced to staff and shown to her own room. She was given personal hygiene items, clean bedding and her own pillow. Jessica was encouraged to wash all of her current clothing and to share with staff any of her personal needs. Jessica then joined the other clients for dinner and seemed to enjoy the fellowship of other mothers.

During her first 48 hours at The Haven of Grace, Jessica worked one on one with the Residential Therapist to complete a risk assessment, needs assessment and domestic violence assessment. The Transition Specialist worked with Jessica to develop a Pregnancy Continuation Goal plan and

Exhibit H – Client Scenario – cont'd

Individualized Goal plan that included education, employment, parenting and housing plans. The case manager ensured that Jessica had medical insurance coverage and a medical care provider, and assisted her in making her next prenatal appointment. The case manager also made referrals to Parents as Teachers for prenatal and parental education groups as well as individual visits, and Christian Family Services to discuss the possible adoption of her child. Together with the case manager, Jessica made appointments with Parents as Teachers and Christian Family Services that took place at The Haven of Grace campus. The Case manager and Jessica met each week to review her progress towards set goals. Additionally Jessica's progress was assessed in bi-weekly case review meetings with The Haven's program staff.

Jessica continued to work with the case manager to accomplish the items in her goal plan. She attended on-site group and individual therapy sessions. Jessica continued to attend her doctor's appointments, meet with Parents as Teachers in both parenting classes and individual sessions, and work with Christian Family Services. She also enrolled in the community college as a full time freshman, which was only 15 miles away from The Haven of Grace. The case manager referred Jessica to MERS/Goodwill for job training where she quickly found a part time job as the receptionist at a local storage company. The Haven of Grace provided bus tickets for Jessica to transition to school, work and doctor's appointments.

After working closely with the case manager and consulting with her boyfriend, Jessica made the decision to keep her baby. Jessica completed her school semester, delivered her healthy child, completed her maternity leave and follow-up visits and continued working toward her goals. The Haven of Grace provided Jessica with a car seat, and crib along with diapers and baby clothes along with encouraging her to breast feed.

Although Jessica wanted to move-in with her boyfriend immediately following the birth of their child, she decided to complete her 18 month schooling program before moving into an apartment. Jessica worked with the case manager to revise her transition plan and moved into The Haven's Transitional Apartments. Jessica continued to attend school, work her part-time job, meet with the case manager, Parents as Teachers for the next twelve months. In addition, her boyfriend, who was now employed, attended paternal parenting classes and participate in family therapy offered at The Haven of Grace.

After graduation, Jessica and her boyfriend became engaged. The couple worked with the case manager and found an affordable apartment in the community that supported both parents and their child. Now a member of the Ten Year Aftercare Program, Jessica's goal plan is updated and modified as frequently as warranted. She continues to receive case management and referrals, have access to the computer lab, and attend workshops and classes on parenting, healthy relationships and finances. Jessica is also able to receive emergency rental and utility assistance to help her family maintain their home and prevent another bout with homelessness.

Exhibit H – Client Scenario – cont'd

Total price: **\$2,787.82**

Price Analysis

Professional Case Management	5 sessions	\$87.65
Licensed Therapist	5 sessions	\$145.05
Assessments		\$100.00
(Client risk and needs assessment, domestic abuse screening, post-partum, education)		
Direct Care Staff	24 hours a day x 30 days	\$635.29
Transportation	Bus Passes/Outings	\$30.00
Food	3 meals x 30 days	\$1,380.00
Classes/Education	Breastfeeding/Healthy Relationship	\$109.83
Shelter/Utilities	Showers/HVAC/Laundry	\$50.00
Clothing	Maternity and Baby Clothing	\$50.00
Baby Supplies	car seat, crib, diapers, etc.	\$200

5. Minority Business Enterprise (MBE) / Women Business Enterprise (WBE) Participation, Organizations for the Blind and Sheltered Workshop Preference, and/or Missouri Service-Disabled Veteran Business Enterprise Participation:

Exhibit I – Participation Commitment

Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or Service-Disabled Veteran Business Enterprise (SDVE) Participation Commitment – If the vendor is committing to participate by or if the vendor is a qualified MBE/WBE and/or organization for the blind/sheltered workshop and/or a qualified SDVE, the vendor must provide the required information the appropriate table(s) below for the organization proposed and must submit the completed exhibit with the vendor's proposal.

WBE Participation Commitment Table		

We do not have any services performed by MBE/WBE.

We do not have any services performed by the Blind/Sheltered Workshops.

We do not have any services performed by SDVE.

5. Minority Business Enterprise (MBE) / Women Business Enterprise (WBE) Participation, Organizations for the Blind and Sheltered Workshop Preference, and/or Missouri Service-Disabled Veteran Business Enterprise Participation:

Exhibit J – Documentation of Intent to Participate

If the vendor is proposing to include the participation of a Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or qualified Service-Disabled Veteran Business Enterprise (SDVE) in the provision of the products/services required in the RFP, the vendor must either provide a recently dated letter of intent, signed and dated no earlier than the RFP issuance date, from each organization documenting the following information, or complete and provide this Exhibit with the vendor's proposal.

We do not have any services performed by MBE/WBE.

We do not have any services performed by the Blind/Sheltered Workshops.

We do not have any services performed by SDVE.

EXHIBIT K, continued

(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)

BOX B - CURRENT BUSINESS ENTITY STATUS

I certify that The Haven of Grace (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.

Andrew Vent
Authorized Business Entity Representative's
Name (Please Print)

[Signature]
Authorized Business Entity
Representative's Signature

The Haven of Grace
Business Entity Name

8/18/16
Date

avent@havenofgracestl.org
E-Mail Address

As a business entity, the vendor must perform/provide each of the following. The vendor should check each to verify completion/submission of all of the following:

- ☒ - Enroll and participate in the E-Verify federal work authorization program (Website: <http://www.uscis.gov/e-verify>; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- ☒ - Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the vendor's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed, at minimum, by the vendor and the Department of Homeland Security - Verification Division. If the signature page of the MOU lists the vendor's name and company ID, then no additional pages of the MOU must be submitted;

AND

- ☒ - Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT K, continuedAFFIDAVIT OF WORK AUTHORIZATION:

The vendor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Andres Vent (Name of Business Entity Authorized Representative) as Executive Director (Position/Title) first being duly sworn on my oath, affirm The Haven of Grace (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that The Haven of Grace (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

[Signature] Andres Vent
Authorized Representative's Signature Printed Name
Executive Director 8/25/2016
Title Date
avent@havenofgracestl.org 1116037
E-Mail Address E-Verify Company ID Number

Subscribed and sworn to before me this 25th of August 2016. I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of Jefferson, State of
(NAME OF COUNTY)
Missouri, and my commission expires on 01/31/2020.
(NAME OF STATE) (DATE)

[Signature] 8/25/2016
Signature of Notary Date

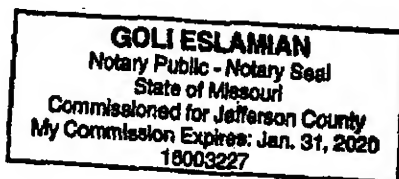


EXHIBIT L

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The Haven of Grace
 Company Name

Andrea Vent
 Authorized Representative's Printed Name

[Signature]
 Authorized Representative's Signature

835218/81
 DUNS # (if known)

Executive Director
 Authorized Representative's Title

8/15/16
 Date

Instructions for Certification

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the List of Parties Excluded from Procurement or Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

EXHIBIT M**MISCELLANEOUS INFORMATION****Outside United States:**

If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the vendor MUST disclose such fact and provide details in the space below or on an attached page.

Are any of the vendor's proposed products and/or services being manufactured or performed at sites outside the United States?	Yes _____	No X
If YES, do the proposed products/services satisfy the conditions described in section 4, subparagraphs 1, 2, 3, and 4 of Executive Order 04-09? (see the following web link: http://s1.sos.mo.gov/CMSImages/Library/Reference/Orders/2004/eo_04_009.pdf)	Yes _____	No _____
If YES, mark the appropriate exemption below, and provide the requested details:		
1. _____ Unique good or service. • EXPLAIN: _____		
2. _____ Foreign firm hired to market Missouri services/products to a foreign country. • Identify foreign country: _____		
3. _____ Economic cost factor exists • EXPLAIN: _____		
4. _____ Vendor/subcontractor maintains significant business presence in the United States and only performs trivial portion of contract work outside US. • Identify maximum percentage of the overall value of the contract, for any contract period, attributed to the value of the products and/or services being manufactured or performed at sites outside the United States: _____ % • Specify what contract work would be performed outside the United States: _____		

Employee/Conflict of Interest:

Vendors who are elected or appointed officials or employees of the State of Missouri or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the vendor or any owner of the vendor's organization is currently an elected or appointed official or an employee of the State of Missouri or any political subdivision thereof, please provide the following information:	
Name and title of elected or appointed official or employee of the State of Missouri or any political subdivision thereof:	
If employee of the State of Missouri or political subdivision thereof, provide name of state agency or political subdivision where employed:	
Percentage of ownership interest in vendor's organization held by elected or appointed official or employee of the State of Missouri or political subdivision thereof:	_____ %

EXHIBIT M, continued**Registration of Business Name (if applicable) with the Missouri Secretary of State:**

The vendor should indicate the vendor's charter number and company name with the Missouri Secretary of State. Additionally, the vendor should provide proof of the vendor's good standing status with the Missouri Secretary of State. If the vendor is exempt from registering with the Missouri Secretary of State pursuant to section 351.572, RSMo., identify the specific section of 351.572 RSMo., which supports the exemption.

N00045450 <i>Charter Number (if applicable)</i>	The Haven of Grace <i>Company Name</i>
If exempt from registering with the Missouri Secretary of State pursuant to section 351.572 RSMo., identify the section of 351.572 to support the exemption:	



State of Missouri ▼ Karen Herman ▼

Supplier Activity : RFPS30034901700042 - Alternatives to Abortion Program Services for Office of Administration (Formal)

Notify selected suppliers

Show Vendors who have Viewed Solicitation Show All Vendors

Check All Uncheck All

Search: <input type="text"/>									
Select	Vendor Name	Solicitation First Viewed	Document(s) Accepted	Last Document Download Attempt	Addenda Viewed	Addendum Document(s) Accepted	Last Addendum Document(s) Download Attempt	Submitted Response	
<input type="checkbox"/>	A Plus In-Home Wellness LLC?	Aug 3, 2016 11:40 AM CDT	x	x	x	x	x	x	
<input type="checkbox"/>	Adoption and Foster Care Coalition of MO	Jul 18, 2016 9:35 AM CDT	x	x	Aug 11, 2016 2:08 PM CDT [1 OF 2]	x	x	x	
<input type="checkbox"/>	Affordable & Excellent Home Health Care?	Jul 26, 2016 3:52 PM CDT	x	x	x	x	x	x	
<input type="checkbox"/>	Alliance for Life - Missouri Inc.	Jul 18, 2016 10:24 AM CDT	Aug 17, 2016 9:52 AM CDT [11 OF 11]	Aug 17, 2016 1:05 PM CDT	Aug 25, 2016 8:40 PM CDT [2 OF 2]	Aug 25, 2016 9:00 PM CDT [4 OF 4]	Aug 18, 2016 4:12 PM CDT	Aug 26, 2016 10:21 AM CDT [9 OF 9] = 13	
<input type="checkbox"/>	Benjamin Foods LLC	Jul 18, 2016 1:57 PM CDT	x	Jul 18, 2016 1:57 PM CDT	x	x	x	x	
<input type="checkbox"/>	Caregivers World Inc.	Jul 18, 2016 9:19 AM CDT	x	x	x	x	x	x	
<input type="checkbox"/>	Catholic Charities of Southern Missouri	Aug 15, 2016 3:24 PM CDT	Aug 19, 2016 10:50 AM CDT [11 OF 11]	x	Aug 26, 2016 2:06 PM CDT [2 OF 2]	Aug 19, 2016 10:51 AM CDT [3 OF 4]	x	Aug 26, 2016 2:11 PM CDT [9 OF 9] = 0	
<input type="checkbox"/>	Child Center - Marygrove	Jul 16, 2016 11:13 PM CDT	x	Jul 16, 2016 11:13 PM CDT	x	x	x	x	

Select	Vendor Name	Solicitation First Viewed	Document(s) Accepted	Last Document Download Attempt	Addenda Viewed	Addendum(s) Accepted	Last Addendum Document(s) Download Attempt	Submitted Response
<input type="checkbox"/>	Close To Home Independent Living Skills✓	Jul 26, 2016 7:45 PM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	CSG Government Solutions✓	Aug 11, 2016 3:31 PM CDT	✗	✗	Aug 11, 2016 3:31 PM CDT [1 OF 2]	✗	✗	✗
<input type="checkbox"/>	Express Home Care LLC✓	Jul 22, 2016 10:14 AM CDT	✗	Aug 4, 2016 3:02 PM CDT	✗	✗	✗	✗
<input type="checkbox"/>	Faith Maternity Care✓	Aug 25, 2016 1:27 PM CDT	Aug 25, 2016 1:29 PM CDT [11 OF 11]	✗	Aug 25, 2016 3:06 PM CDT [2 OF 2]	Aug 25, 2016 3:18 PM CDT [4 OF 4]	Aug 25, 2016 3:07 PM CDT	Aug 26, 2016 10:46 AM CDT [9 OF 9] [2] = 28
<input type="checkbox"/>	GV Traindrem Consulting✓	Jul 25, 2016 11:15 AM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	I Regina Gourline✓	Jul 15, 2016 7:30 PM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	KM Group LLC✓	Aug 2, 2016 10:50 AM CDT	✗	Aug 2, 2016 10:50 AM CDT	✗	✗	✗	✗
<input type="checkbox"/>	Laclede County Pregnancy Support Center✓	Jul 27, 2016 2:09 PM CDT	Jul 27, 2016 2:13 PM CDT [11 OF 11]	Aug 19, 2016 1:49 PM CDT	Aug 25, 2016 2:34 PM CDT [2 OF 2]	Aug 25, 2016 3:17 PM CDT [4 OF 4]	Aug 25, 2016 2:56 PM CDT	Aug 25, 2016 3:19 PM CDT [9 OF 9] [1] = 2
<input type="checkbox"/>	Lutheran Family and Childrens Services of Missouri✓	Jul 18, 2016 8:51 AM CDT	Jul 18, 2016 8:56 AM CDT [11 OF 11]	Jul 18, 2016 8:57 AM CDT	Aug 25, 2016 2:32 PM CDT [2 OF 2]	Aug 25, 2016 2:40 PM CDT [4 OF 4]	Aug 25, 2016 2:33 PM CDT	Aug 26, 2016 9:20 AM CDT [9 OF 9] [1] = 2
<input type="checkbox"/>	Midwest Foundation Supply✓	Jul 22, 2016 2:08 PM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	Mothers Refuge✓	Aug 2, 2016 2:10 PM CDT	Aug 2, 2016 2:50 PM CDT [11 OF 11]	Aug 22, 2016 1:56 PM CDT	Aug 11, 2016 2:37 PM CDT [1 OF 2]	Aug 11, 2016 2:55 PM CDT [3 OF 4]	✗	Aug 22, 2016 2:07 PM CDT [9 OF 9] [2] = 25
<input type="checkbox"/>	Nurses for Newborns✓	Jul 16, 2016 3:39 PM CDT	Jul 19, 2016 2:23 PM CDT [11 OF 11]	Aug 23, 2016 3:52 PM CDT	Aug 26, 2016 2:12 PM CDT [2 OF 2]	Aug 11, 2016 3:48 PM CDT [3 OF 4]	Aug 23, 2016 3:51 PM CDT	Aug 26, 2016 2:16 PM CDT [9 OF 9] [1] = 0

Select	Vendor Name	Solicitation First Viewed	Document(s) Accepted	Last Document Download Attempt	Addenda Viewed	Addendum Document(s) Accepted	Last Addendum Document(s) Download Attempt	Submitted Response
<input type="checkbox"/>	OAKWOOD PACKAGING COMPANY ✓	Aug 22, 2016 3:59 PM CDT	×	×	Aug 22, 2016 3:59 PM CDT [1 OF 2]	×	×	×
<input type="checkbox"/>	Parthenia M Reading ✓	Aug 20, 2016 3:06 PM CDT	×	×	Aug 20, 2016 3:06 PM CDT [1 OF 2]	×	×	×
<input type="checkbox"/>	Repucare, Inc. ✓	Jul 18, 2016 9:18 AM CDT	×	×	×	×	×	×
<input type="checkbox"/>	Saam?	Jul 15, 2016 7:19 PM CDT	×	×	Aug 25, 2016 9:46 PM CDT [2 OF 2]	×	×	×
<input type="checkbox"/>	SSM Health DePaul Hospital - St Louis ✓	Aug 2, 2016 1:11 PM CDT	×	×	×	×	×	×
<input type="checkbox"/>	Taylor Consulting LLC ✓	Jul 16, 2016 8:21 AM CDT	×	Jul 16, 2016 8:21 AM CDT	×	×	×	×
<input type="checkbox"/>	Tech Electronics, Inc. ✓	Aug 3, 2016 11:47 AM CDT	×	×	×	×	×	×
<input type="checkbox"/>	The Haven of Grace ✓	Jul 19, 2016 9:56 AM CDT	Jul 26, 2016 2:00 PM CDT [11 OF 11]	Aug 17, 2016 2:25 PM CDT	Aug 25, 2016 2:36 PM CDT [2 OF 2]	Aug 25, 2016 3:29 PM CDT [4 OF 4]	Aug 25, 2016 3:26 PM CDT	Aug 26, 2016 10:19 AM CDT [9 OF 9] [0] = 1
<input type="checkbox"/>	The LIGHT House Inc. ✓	Aug 12, 2016 7:21 AM CDT	Aug 25, 2016 3:11 PM CDT [11 OF 11]	×	Aug 25, 2016 2:56 PM CDT [2 OF 2]	Aug 25, 2016 3:11 PM CDT [4 OF 4]	Aug 25, 2016 3:05 PM CDT	Aug 26, 2016 2:20 PM CDT [9 OF 9] [0] = 0
<input type="checkbox"/>	Washington County Community 2000 Partnership, Inc. ✓	Jul 18, 2016 4:56 PM CDT	×	×	×	×	×	×

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